

# 2024 ANNUAL ACTION PLAN



DEPARTMENT OF REAL ESTATE AND HOUSING  
800 N. French Street, 7<sup>th</sup> Floor, Wilmington, DE 19801

Amendment 1 – November 2024

Annual Action Plan  
2024

The purpose of this amendment is to include funding for the YWCA in FY25 (HUD AAP 2024). De Center for Horticulture has declined its grant for Branches for Chances. \$15,000.

<b>39</b>	<b>Project Name</b>	25C30 YWCA Delaware - Home Life Management Center
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	YWCA Delaware's Home-Life Management Center (HLMC) provides quality emergency and transitional housing, coupled with comprehensive case management and supportive wraparound services, for homeless families and those escaping domestic and sexual violence in the City of Wilmington.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	240 homeless persons in families escaping domestic and sexual violence.
	<b>Location Description</b>	confidential
	<b>Planned Activities</b>	Homeless shelter for DV

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

One of the requirements for receiving federal funds through the U.S. Department of Housing and Urban Development (HUD) is the development of a five-year Consolidated Plan for Housing and Community Development (CP) to provide policy direction for the next five years of funding decisions. The County prepared a new Five-Year Consolidated Plan for FY 2020-2024. The Consolidated Plan is the basis for allocation priorities and actions for Federal Fiscal Year (FFY) 2024. The City designates this year as CFY (City Fiscal Year) 2025. The year runs from July 1, 2024, to June 30, 2025.

Annually, the City of Wilmington develops its Action Plan to describe the planned investment of federal resources to implement specific activities related to the goals and priorities of the Consolidated Plan. The Consolidated Plan (Con Plan) is mandated by federal law and regulations promulgated by the U.S. Department of Housing and Urban Development (HUD) in order for the City to receive federal funding for affordable housing and community development initiatives benefitting primarily low- and moderate-income persons.

The purpose of the plan is to:

- To provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs, and transitioning homeless persons and families into housing.
- To provide a suitable living environment through safer, more livable and accessible neighborhoods, greater integration of low- and moderate-income residents throughout the City, increased housing opportunities, and reinvestment in aging neighborhoods.
- To expand economic opportunities through job creation, homeownership opportunities, façade improvement, development activities that promote long-term community viability and the empowerment of low- and moderate-income persons to achieve self-sufficiency.

The City of Wilmington anticipates receiving the following grant amounts in fiscal year 2024:

- CDBG: \$2,250,876
- HOME: \$623,686.98
- ESG: \$193,282
- HOPWA: \$955,916

In addition, the City anticipates receiving Program Income from CDBG and HOME in the amounts of \$300,000 for CDBG and \$100,000 for HOME.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

As assessed in the 2020-2024 Consolidated Plan, housing needs among residents of the City of Wilmington were determined by analyzing housing problems by income level, tenure, and households with special needs. For the Con Plan, sources included the Comprehensive Housing Affordability Strategy

(CHAS) dataset, which is based on the 2011-2015 American Community Survey Five-Year Estimates. This source analyzes households with one or more housing problems (overcrowding, lacking adequate kitchen or plumbing facilities), and households experiencing cost burden and severe cost burden. The most significant housing issue identified was cost burden, defined as spending between 30-50% of household income on housing costs such as mortgage and rent payments, and severe cost-burden, defined as households spending more than 50% of their income on housing costs. According to CHAS data, 39.2% of households in the City are cost burdened, particularly households with incomes between 30-80% AMI. An even higher proportion of Wilmington households are severely cost-burdened, consisting 20.8% of households, particularly households with incomes between 0-50% AMI. To address the identified housing needs, the City has established the following goals and outcomes to be achieved through the investment of its CDBG, HOPWA, ESG and HOME resources in FY24:

### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The summary of past performance reported below was taken from the City's most recently completed Consolidated Annual Plan Evaluation Report completed for fiscal year 2022 and submitted to HUD.

### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

**Public Needs Hearing** – Two public needs hearings were held. The first was held on January 18, 2024, at 10 AM in Council Chambers, located on the first floor of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801. A second virtual meeting was held virtually via Zoom on January 18, 2024, at 6 PM. Both hearings served to educate residents and organizations about the CDBG programs and obtain input on housing and community development needs.

**Public Comment Period** – A draft of the Annual Plan for FFY 2024 was placed on public display for 30 days beginning May 1 through May 30, 2024.

**Public Hearing** – The City held a public hearing on May 9, 2024, at 12:00 PM in Council Chambers, located on the first floor of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801, to obtain final comments on the proposed use of funds for FFY 2024.

### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The following comments were expressed by meeting attendees:

- Concern on how to utilize ESG and CDBG funds specifically for homeless shelters.
- A question regarding the application process, specifically on providing invoicing in proposals. This is not required until an award letter, executed contract, and purchase order are carried out.
- The eligibility status of renovations as an ESG activity, which is clarified by the fact that City of Wilmington policy does not award ESG funds for renovation activities and instead focuses on utilizing CDBG funds for shelter renovations.
- Clarification on HOPWA regarding that funding is provided in one-year increments but grant subrecipients have two years to use awarded funds.



**6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments and views related to the content of the AAP were accepted.

**7. Summary**

In summary, the Annual Action Plan has been developed with community input and reflects the needs of the City.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WILMINGTON	Department of Real Estate and Housing
HOPWA Administrator	WILMINGTON	Department of Real Estate and Housing
HOME Administrator	WILMINGTON	Department of Real Estate and Housing
ESG Administrator	WILMINGTON	Department of Real Estate and Housing

**Table 1 – Responsible Agencies**

**Narrative (optional)**

**Consolidated Plan Public Contact Information**

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of Wilmington developed an outreach effort to maximize input from a large cross-section of stakeholders. The outreach effort included stakeholder meetings, public hearings, and published meeting notices. Individual agencies were contacted to update information on a year-to-year basis. The City held two public needs meetings on January 18, 2024 and a second public meeting on May 9, 2024. Participants included affordable housing providers, neighborhood organizations, homeless and social service providers, and city staff members.

#### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City of Wilmington encourages public communication and agency consultation to demonstrate its commitment to identifying priority needs and engaging the participation of citizens, public agencies, and nonprofit organizations in a positive and collaborative manner. A list of stakeholders and affordable housing providers was developed and included public agencies and private nonprofit organizations whose missions include the provision of affordable housing and human services to low- and moderate-income households and persons. For the 5 Year Con Plan, these stakeholders were invited to participate in group interviews. Individual agencies were contacted to update information on a year-to-year basis.

#### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The Delaware Continuum of Care and Delaware HIV Consortium both have interagency agreements with the City of Wilmington to manage a select amount of federal entitlement activities supported by ESG and HOPWA, respectively. Close cooperation exists between the City, the CoC, the HIV Consortium, local nonprofit agencies, homeless service providers, and regional organizations to enhance coordination.

#### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Service providers that work with persons experiencing homelessness participated in stakeholder meetings as described above. As mentioned previously, The Delaware Continuum of Care has an interagency agreement with the City of Wilmington to manage a select amount of federal entitlement activities supported by ESG. Homeless services funded by CDBG dollars follow the priorities and review process set by the Delaware CoC when evaluating CoC funding from HUD.

### **2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**



**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	New Castle County Department of Community Services
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	New Castle County and the City collaborate on a number of activities, including the Lead Reduction Program funded through Healthy Homes Program, the HOME program and homelessness.
2	<b>Agency/Group/Organization</b>	Habitat for Humanity of New Castle County
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended public hearing and made application for HOME funds. This agency provides services to city residents by development of affordable housing.

3	<b>Agency/Group/Organization</b>	THE SALVATION ARMY
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-homeless Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended public hearing and submitted a HOME application.
4	<b>Agency/Group/Organization</b>	CATHOLIC CHARITIES
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended public hearing and submitted a request for funding to address homelessness.
5	<b>Agency/Group/Organization</b>	Family Promise of Northern New Castle County
	<b>Agency/Group/Organization Type</b>	Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Families with children Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended public hearing and submitted a request for funding to address homelessness.
6	<b>Agency/Group/Organization</b>	Housing Alliance Delaware
	<b>Agency/Group/Organization Type</b>	Services-homeless Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Housing Alliance Delaware is the statewide COC. They participated in the public needs hearing and work closely with the city on issues related to homelessness. They are funded by CDBG and ESG funds.
7	<b>Agency/Group/Organization</b>	THE MINISTRY OF CARING, INC.
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Persons with HIV/AIDS Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Provides housing for homeless and Persons living with HIV and AIDS. HOPWA, ESG and CDBG funded.
8	<b>Agency/Group/Organization</b>	LUTHERAN COMMUNITY SERVICES
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended public hearing, funded through CDBG.
9	<b>Agency/Group/Organization</b>	YWCA of Delaware, Inc.
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Victims of Domestic Violence Services-Education Services - Broadband Internet Service Providers

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The YWCA provides housing for homeless women and is funded through the City programs.
10	<b>Agency/Group/Organization</b>	Housing Opportunities of Northern Delaware HOND
	<b>Agency/Group/Organization Type</b>	Services - Housing Service-Fair Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Attended public hearing, provides fair housing education and outreach.
11	<b>Agency/Group/Organization</b>	Wilmington Housing Authority
	<b>Agency/Group/Organization Type</b>	PHA Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	WHA and the City work closely together on a number of issues related to RAD, disposition, and community services.
12	<b>Agency/Group/Organization</b>	Delaware HIV Consortium
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The DE HIV Consortium receives HOPWA funds to provide rent assistance and services to persons living with HIV and AIDS.
13	<b>Agency/Group/Organization</b>	WEST END NEIGHBORHOOD HOUSE
	<b>Agency/Group/Organization Type</b>	Services-Education Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Economic Development Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	West End Neighborhood House serves the low income community and is a valuable partner in working to end poverty and educate the community.
14	<b>Agency/Group/Organization</b>	DE CENTER FOR HORTICULTURE
	<b>Agency/Group/Organization Type</b>	Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	DE Center for Horticulture provides job training and tree planting in the City of Wilmington. Representatives attended the public hearing.
15	<b>Agency/Group/Organization</b>	Christiana Cultural Arts
	<b>Agency/Group/Organization Type</b>	Services-Children
	<b>What section of the Plan was addressed by Consultation?</b>	Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CAC provides affordable arts, education, instruction, and career pathways for low income residents. They attended the public hearing.

16	<b>Agency/Group/Organization</b>	Ingleside Homes, Inc.
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Ingleside Homes, Inc. is a partner with the city's rehabilitation program; providing assistance to elderly residents with housing rehabilitation and housing safety assessment. They attended the public hearing.
17	<b>Agency/Group/Organization</b>	Stehm, Inc.
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Victims of Domestic Violence Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	STEHM offers a personalized, comprehensive case management program for women experiencing homelessness through long-term transitional housing and short-term emergency housing. Counseling and life skills training is offered in a safe, supportive environment to foster and sustain independent living. They attended the public hearing.
18	<b>Agency/Group/Organization</b>	INTERFAITH COMMUNITY HOUSING OF DELAWARE
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Interfaith Community Housing of Delaware offers a set of services that educates and empowers residents to become more involved in their communities, to take charge of their finances, and to become more confident homeowners. They attended the public hearing.

19	<b>Agency/Group/Organization</b>	CENTRAL BAPTIST CDC, DE
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Central Baptist CDC empowers the local community through workforce development and employment training, a farm share program, and the construction and rehabilitation of homes for low- and moderate-income households. They attended the public hearing.
20	<b>Agency/Group/Organization</b>	REACH Riverside
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	REACH Riverside is a Purpose Built Communities Network member serving to revitalize the Riverside neighborhood through the mixed-income housing, educational services, and community health services. They attended the public hearing.
21	<b>Agency/Group/Organization</b>	CHRISTINA CULTURAL ARTS CENTER
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CCAC provides affordable arts, education, instruction, career pathways, paid internships, gallery exhibitions, and live performances accessible to all in a welcoming environment. They attended the public hearing.

22	<b>Agency/Group/Organization</b>	DUFFY'S HOPE
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Duffy's Hope, Inc. provides intellectual, emotional and interpersonal growth opportunities for youth and their families through advocacy, education, mentoring and community outreach. Programs include transitional housing, after-school programs, and mentoring. They attended the public hearing.
23	<b>Agency/Group/Organization</b>	YMCA OF DELAWARE
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-homeless
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The YMCA of Delaware provides a wide number of services to strengthen communities through youth development, healthy living, and social responsibility. In Wilmington, they have used HUD funding for supportive housing and teen engagement. They attended the public hearing.
24	<b>Agency/Group/Organization</b>	THE CHALLENGE PROGRAM
	<b>Agency/Group/Organization Type</b>	Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Challenge Program provides on-the-job experience working on professional construction projects. They primarily rehabilitate low-income housing for local government and non-profit agencies. They attended the public hearing.
25	<b>Agency/Group/Organization</b>	CECIL COUNTY HEALTH DEPT.
	<b>Agency/Group/Organization Type</b>	Services-Health



	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The Cecil County Health Department promotes, protects, and advances the health and wellness of the community. They utilize HOPWA to prevent homelessness for clients that are HIV positive or People With AIDS (PWAs) through TBRA, STRMU, and permanent housing placement. They attended the public hearing.
27	<b>Agency/Group/Organization</b>	PENNROSE PROPERTIES, LLC
	<b>Agency/Group/Organization Type</b>	Services - Housing
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Pennrose is a real estate developer recognized for mixed-income multifamily and mixed-use developments. They attended the public hearing.

**Identify any Agency Types not consulted and provide rationale for not consulting**

All relevant entities were considered for consultation.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Housing Alliance of Delaware	The homelessness strategy was created with guidance from Housing Alliance Delaware.
Wilmington 2028 - Comprehensive Plan	City of Wilmington	The affordable housing and anti-poverty goals and strategies of both plans align.
Comprehensive Economic Development Strategy	Delaware Economic Development Office	Economic and workforce development strategies of both plans align.
State of Delaware All-Hazard Mitigation	Delaware Emergency Management Agency	Addressing impacts of natural hazards including flooding, hurricanes, and human created disasters.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Delaware Broadband Initiative	Delaware Department of Technology & Information	Addressing issues and disparities in broadband access.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

**AP-12 Participation – 91.105, 91.200(c)**

**1. Summary of citizen participation process/Efforts made to broaden citizen participation  
Summarize citizen participation process and how it impacted goal-setting**

**Public Needs Hearing** – Two public needs hearings were held. The first was held on January 18, 2024, at 10 AM in Council Chambers, located on the first floor of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801. A second virtual meeting was held virtually via Zoom on January 18, 2024, at 6 PM. Both hearings served to educate residents and organizations about the CDBG, ESG, HOPWA and HOME programs and obtain input on housing and community development needs.

**Public Comment Period** – A draft of the Annual Plan for FFY2024 was placed on public display for 30 days beginning May 1st through May 30th, 2024.

**Public Hearing** – The City held a public hearing on May 9th, 2024, at 12:00 PM in Council Chambers, located on the first floor of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801, to obtain final comments on the proposed use of funds for FY 2024.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	January 18, 2024, 10:00am - 13 attendees	Most comments received were regarding eligibility and subrecipient applications.	N/A	
2	Public Meeting	Non-targeted/broad community	January 18, 2024, 6:00pm - 18 attendees	Most comments received were regarding eligibility and subrecipient applications.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	Non-targeted/broad community	May 9, 2024, 12:00pm - 0 attendees	None	N/A	
4	Public Display Period	Non-targeted/broad community	May 1 - 30, 2024	No comments were received.	N/A	
5	Newspaper Ad	Non-targeted/broad community	April 25, 2024 - Ad announcing second public hearing and public display period.	No comments were received.	N/A	
6	Newspaper Ad	Non-targeted/broad community	January 5, 2024 - Ad announcing 1st public hearing.	No comments were received.		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	2,250,876	300,000	700,000	3,250,876	0	Funds for housing and non-housing community development needs. This is the last year of the ConPlan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	623,687	100,000	600,000	1,323,687	0	Funds for rehabilitation of rental and homeowner housing units and rehabilitation. This is the last year of the ConPlan.
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short term or transitional housing facilities STRMU Supportive services TBRA	955,916	0	0	955,916	0	Funds for housing services for people with HIV/AIDS, including financial assistance, case management, medical care, TBRA, and permanent supportive housing. This is the last year of the ConPlan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	193,282	0	0	193,282	0	Funds for homeless services including Centralized Intake, transitional housing/ Rapid Rehousing, emergency shelters, and in-house supportive services. This is the last year of the ConPlan.

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

There are no CDBG Matching funds requirements. Agencies are encouraged to use CDBG funds to leverage other funds to undertake projects of local significance.

HOME requires a matching fund contribution of 25% as outlined in 24 CFR 92.218. Although the City has a waiver of this requirement, the match is anticipated to be satisfied through interest foregone as a result of developers receiving: a land donation, below market rate loans and DSHA funding.

The Emergency Solutions Grant (ESG) program requires a 100% match which will also be met by the individual subgrantees who leverage ESG with private, state, and other federal program funds. The City also provides funding through CDBG to some of these programs and agencies including the CoC.

HOPWA does not require a match. However, like CDBG, agencies are encouraged to leverage other funds.



**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

Wilmington Housing Authority Property is part of the Riverside Development project. The City does not have any land or property resources that will be used for CDBG needs.

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase supply of existing housing stock	2020	2024	Affordable Housing Public Housing	City-wide	Improve Access to Affordable Housing	HOME: \$977,986	Rental units constructed: 130 Household Housing Unit
2	Improve quality of existing housing stock	2020	2024	Affordable Housing	City-wide	Improve Access to Affordable Housing	CDBG: \$967,421 HOME: \$183,333	Rental units rehabilitated: 11 Household Housing Unit Homeowner Housing Rehabilitated: 80 Household Housing Unit
3	Improve public infrastructure	2020	2024	Non-Housing Community Development	City-wide	Public Facilities and Infrastructure Improvement	CDBG: \$1,203,780	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2905 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Housing/services to the homeless and near-homeless	2020	2024	Homeless	City-wide	Public Services	CDBG: \$229,500 ESG: \$178,786	Public service activities for Low/Moderate Income Housing Benefit: 3000 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 115 Households Assisted Homeless Person Overnight Shelter: 912 Persons Assisted Homelessness Prevention: 265 Persons Assisted
5	Activities for eligible youth and families	2020	2024	Non-Housing Community Development	City-wide	Public Services	CDBG: \$80,000	Public service activities other than Low/Moderate Income Housing Benefit: 349 Persons Assisted
6	Housing/services to the HIV/AIDS population	2020	2024	Homeless Non-Homeless Special Needs	City-wide	Improve Access to Affordable Housing	HOPWA: \$927,239	Tenant-based rental assistance / Rapid Rehousing: 66 Households Assisted HIV/AIDS Housing Operations: 16 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	Housing/services to other special needs population	2020	2024	Non-Homeless Special Needs	City-wide	Public Services	CDBG: \$20,000	Public service activities other than Low/Moderate Income Housing Benefit: 1001 Persons Assisted
8	Planning/Administration	2020	2024	Admin	City-wide	Planning/Administration	CDBG: \$450,175 HOPWA: \$14,496 HOME: \$62,368 ESG: \$28,677	Other: 1 Other

Table 6 – Goals Summary

### Goal Descriptions

1	Goal Name	Increase supply of existing housing stock
	Goal Description	
2	Goal Name	Improve quality of existing housing stock
	Goal Description	
3	Goal Name	Improve public infrastructure
	Goal Description	
4	Goal Name	Housing/services to the homeless and near-homeless
	Goal Description	
5	Goal Name	Activities for eligible youth and families
	Goal Description	

<b>6</b>	<b>Goal Name</b>	Housing/services to the HIV/AIDS population
	<b>Goal Description</b>	
<b>7</b>	<b>Goal Name</b>	Housing/services to other special needs population
	<b>Goal Description</b>	
<b>8</b>	<b>Goal Name</b>	Planning/Administration
	<b>Goal Description</b>	

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The following is a list of CDBG, HOME, ESG and HOPWA activities that the City of Wilmington will undertake in FY 2024. The City is reallocating unused funds from prior years and program income in addition to the grant funds.

#### Projects

#	Project Name
1	CDBG Administration
2	Admin MS&E
3	CDBG Home Repair Program Delivery
4	Rehab Division MS&E
5	First Start Homeownership Program Delivery
6	Jump Start
7	Wilmington Neighborhood Street Tree & Greening Program
8	Ingleside Senior Services Housing Rehabilitation
9	Public Infrastructure Project - East Side
10	Housing Rehabilitation
11	Catholic Charities - Bayard House Residential Maternity Program
12	Catholic Charities - Basic Needs Homeless Service Prevention Program
13	Christiana Cultural Arts Center, Inc. - HeArt Under The Hoodie, Youth Violence Prevention Program
14	Delaware Center For Horticulture - Branches to Chances Re-Entry Program
15	Family Promise of Northern New Castle County, Inc. - Hospitality Center
16	Housing Alliance Delaware - Centralized Intake
17	Housing Opportunities of Northern DE, Inc. - Fair Housing Law and Financial Education Programs
18	Interfaith Community Housing of Delaware - Housing Counseling Program Expansion to Support LatinX Co
19	Latin American Community Center - Crisis Alleviation Program
20	Latin American Community Center - Lifelong Learning Program
21	Lutheran Community Services - Homeless Prevention
22	Ministry of Caring - Homeless Diversion Program
23	Sojourners Place - Sojourners' Place Transitional Housing
24	STEHM, Inc. - Case Management Services
25	The Challenge Program - Construction Training Program
26	The Salvation Army - Crisis Alleviation Homeless Prevention
27	West End Neighborhood House Inc - Above Xpectations Youth Track Club
28	West End Neighborhood House Inc - Life Lines
29	YMCA of Delaware - Central YMCA Male Supportive Housing Program

#	Project Name
30	HOME Administration
31	The Vistas at St. Francis (CHDO)
32	Riverside Development Phase V
33	Tatnall West Phase II
34	ESG 2024
35	HOPWA Administration
36	The Cecil County Housing Assistance Program
37	Delaware Housing Assistance Program (DHAP)
38	Ministry of Caring - House of Joseph II

**Table 7 - Project Information**

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

**AP-38 Project Summary**  
**Project Summary Information**



<b>1</b>	<b>Project Name</b>	CDBG Administration
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Planning/Administration
	<b>Needs Addressed</b>	Planning/Administration
	<b>Funding</b>	CDBG: \$350,175
	<b>Description</b>	Ongoing program support for the grant program, activity monitoring, citizen participation, and staffing.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Program administration
<b>2</b>	<b>Project Name</b>	Admin MS&E
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Planning/Administration
	<b>Needs Addressed</b>	Planning/Administration
	<b>Funding</b>	CDBG: \$100,000
	<b>Description</b>	MS&E for admin
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	MS&E for admin
<b>3</b>	<b>Project Name</b>	CDBG Home Repair Program Delivery
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve quality of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	CDBG: \$170,385
	<b>Description</b>	Program delivery for RE&H CDBG Home Repair Program
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 housing units
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Housing Rehabilitation delivery and MS&E - Single family owner-occupied housing rehabilitation program continuation from prior year funding.
<b>4</b>	<b>Project Name</b>	Rehab Division MS&E
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve quality of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	CDBG: \$19,700
	<b>Description</b>	MS&E for rehabilitation program
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 housing units
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	MS&E for rehabilitation program
<b>5</b>	<b>Project Name</b>	First Start Homeownership Program Delivery
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase supply of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	CDBG: \$56,374
	<b>Description</b>	Program delivery for First Start Homeownership Program.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 housing units
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Program delivery for First Start Homeownership Program.
<b>6</b>	<b>Project Name</b>	Jump Start
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve quality of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing

	<b>Funding</b>	CDBG: \$560,962
	<b>Description</b>	Loan program providing financing for acquisition and renovation of residential and commercial-mixed use properties.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 housing units
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	The Jumpstart Wilmington Loan Program provides financing for local developers that have participated in the Jumpstart Wilmington Training Program to acquire and renovate residential and commercial mixed-use properties in Wilmington neighborhoods.
<b>7</b>	<b>Project Name</b>	Wilmington Neighborhood Street Tree & Greening Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve public infrastructure
	<b>Needs Addressed</b>	Public Facilities and Infrastructure Improvement
	<b>Funding</b>	CDBG: \$85,000
	<b>Description</b>	The Neighborhood Street Tree & Greening Program serves to reduce and eliminate urban blight by managing and restoring the urban tree canopy by focusing efforts on low-income areas, which also typically have fewer trees. Planting will be timed and coordinated with the completion of housing construction and redevelopment projects to provide equal access to trees as a shared community resource. A strategy to determine best green locations will also be utilized via GIS, taking into account income levels, MVA market indicators, impervious surfaces, current tree canopy, asthma rates, flood claims, major roads, vacant lots, local institutions, public amenities, and public green space.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	90 persons
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	DE Center for Horticulture Street Trees uses CDBG funds to plant of street trees in locations determined by the City to assist low-income residents.
<b>8</b>	<b>Project Name</b>	Ingleside Senior Services Housing Rehabilitation
	<b>Target Area</b>	City-wide

	<b>Goals Supported</b>	Improve quality of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	CDBG: \$110,000
	<b>Description</b>	Ingleside Housing Corp. provides make home repairs and safety modifications essential for older homeowners that will enable them to remain independent.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	40 housing units
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Housing rehabilitation
9	<b>Project Name</b>	Public Infrastructure Project - East Side
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve public infrastructure
	<b>Needs Addressed</b>	Public Facilities and Infrastructure Improvement
	<b>Funding</b>	CDBG: \$1,118,780
	<b>Description</b>	Street improvements, on the east side of the City between E 4th St to E 12th St and Walnut to Church St, including but not limited to street milling, asphalt paving, curb cuts, streetlights, drainage inlet, manhole covers, tree gate, tree well, ADA and crosswalk improvements. Funding includes delivery costs for engineering, environmental review, bidding, labor compliance, and management.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	2,815 persons
	<b>Location Description</b>	Census Tract 29, Block Group 3; Census Tract 29, Block Group 4; Census Tract 9, Block Group 2
	<b>Planned Activities</b>	Street, sidewalk, lighting improvements
10	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve quality of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Housing rehabilitation

	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 housing units
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Housing rehabilitation
<b>11</b>	<b>Project Name</b>	Catholic Charities - Bayard House Residential Maternity Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	The Bayard House Program is the only licensed residential maternity program in Delaware providing 24-hour, seven days a week service to at-risk, homeless, pregnant, and newly parenting adolescents, young women, and their children. Supportive services address the root issues contributing to their risk of homelessness, such as domestic abuse, neglect, single parenthood, and poverty.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 households- primarily at-risk, homeless, pregnant, and newly parenting adolescents, young women, and their children
	<b>Location Description</b>	2061 W. 4th St. Wilmington
	<b>Planned Activities</b>	Residential Maternity Program for homeless women
<b>12</b>	<b>Project Name</b>	Catholic Charities - Basic Needs Homeless Service Prevention Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Help all residents meet basic social and economic
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	Provide a short-term safety net for Delaware families whose housing is threatened by a financial crisis, such as under- or unemployment, medical emergencies, mismanagement of debt, or other causes.
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 persons
	<b>Location Description</b>	2601 W. 4th, Wilmington, DE
	<b>Planned Activities</b>	Homeless Prevention, Subsistence payments
<b>13</b>	<b>Project Name</b>	Christiana Cultural Arts Center, Inc. - HeArt Under The Hoodie, Youth Violence Prevention Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Activities for eligible youth and families
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	The after-school youth program provides youth a platform to explore and develop critical life and social skills through the arts. The four-week program provides structured, educational activities including improve, yoga/mindfulness, and a choice of two art forms - music, dance, writing/journaling, or visual art.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 youths
	<b>Location Description</b>	705 N Market St, Wilmington, DE
	<b>Planned Activities</b>	Youth focused program
<b>14</b>	<b>Project Name</b>	Delaware Center For Horticulture - Branches to Chances Re-Entry Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Activities for eligible youth and families
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Job training program for persons after incarceration.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	4 persons
	<b>Location Description</b>	1810 N Dupont, Wilmington, DE

	<b>Planned Activities</b>	Job training
<b>15</b>	<b>Project Name</b>	Family Promise of Northern New Castle County, Inc. - Hospitality Center
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	The Hospitality Center provides temporary shelter for six families or twenty individuals at a time. Meals and hospitality are provided to clients. Each unit contains a bathroom, washer/dryers, a computer room, a common area, and a kitchen area. Wraparound case management services are also provided to help families secure permanent housing in the future.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	62 persons in family households who are homeless
	<b>Location Description</b>	2104 St. James Church Rd. Wilmington
	<b>Planned Activities</b>	Shelter
<b>16</b>	<b>Project Name</b>	Housing Alliance Delaware - Centralized Intake
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	Provides information and referral services to emergency shelter openings and available housing assistance for people experiencing homelessness in Delaware through Centralized Intake.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3,000 households
	<b>Location Description</b>	100 W. 10th Street, Suite 611, Wilmington, DE
	<b>Planned Activities</b>	Centralized intake.
<b>17</b>	<b>Project Name</b>	Housing Opportunities of Northern DE, Inc. - Fair Housing Law and Financial Education Programs
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to other special needs population

	<b>Needs Addressed</b>	Help all residents meet basic social and economic
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The project will provide Fair Housing Law education through outreach activities, workshops, presentation to media, printed materials, forums and face-to-face and group housing counseling sections to City residents, public officials, real estate professionals, landlords, tenants, and City Housing-related Departments.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 persons
	<b>Location Description</b>	100 W. 10th St., Suite 1001, Wilmington DE 19801
	<b>Planned Activities</b>	Counseling on predatory lending and fair housing law.
<b>18</b>	<b>Project Name</b>	Interfaith Community Housing of Delaware - Housing Counseling Program Expansion to Support LatinX Co
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to other special needs population
	<b>Needs Addressed</b>	Help all residents meet basic social and economic
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Interfaith Community Housing of Delaware Homeownership Center (HOC) helps lower income working families realize their dream of owning their homes, and becoming self-sufficient, contributing members of society. The program provides access to program benefits and information to Limited English Proficiency individuals through language assistance services at no cost to the client.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	901 low- to moderate-income households, including both first-time homebuyers and existing homebuyers
	<b>Location Description</b>	613 North Washington St, Wilmington, DE 19801
	<b>Planned Activities</b>	Housing counseling
<b>19</b>	<b>Project Name</b>	Latin American Community Center - Crisis Alleviation Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$10,000



	<b>Description</b>	The Latin American Community Center's Homelessness Prevention services targets individuals who are at-risk of becoming homeless if they do not receive financial support. Clients must show evidence of financial need such as an overdue utility bill, letter from landlord/mortgage holder, or eviction notice. Services include short and medium-term rental assistance, security deposits, advance payment of previous month's rent, and utility deposits and payments. Wraparound services will also be provided, such as job search and placement assistance, English as a Second Language classes, and referrals to the United Way's Stand By Me Financial Literacy Program to establish long-term financial stability. Additional funds may be provided through the CDBG CV funding.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	22 households at-risk of homelessness
	<b>Location Description</b>	403 N. Van Buren, Wilmington, DE
	<b>Planned Activities</b>	Homeless prevention through crisis alleviation.
<b>20</b>	<b>Project Name</b>	Latin American Community Center - Lifelong Learning Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Activities for eligible youth and families
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	The LACC offers a broad spectrum of services for youth and their families, including early development care, before and after school programs, summer camps, and more.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	20 youths ages 12-18 years from low-income, inner-city minority households
	<b>Location Description</b>	403 N. Van Buren, Wilmington, DE
	<b>Planned Activities</b>	Day care, summer camp, and after school programs.
<b>21</b>	<b>Project Name</b>	Lutheran Community Services - Homeless Prevention
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Help all residents meet basic social and economic
	<b>Funding</b>	CDBG: \$25,000

	<b>Description</b>	Homelessness prevention services
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	113 Households at risk of homelessness
	<b>Location Description</b>	2809 Baynard Blvd., Wilmington, DE 19802
	<b>Planned Activities</b>	Grants to assist income-eligible families with utilities, back rent, mortgage, or security deposits.
<b>22</b>	<b>Project Name</b>	Ministry of Caring - Homeless Diversion Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$19,500
	<b>Description</b>	Homelessness Diversion case managers work with at risk households to identify resources and where appropriate provide direct relief for rent and utilities. Funding for each household served is anticipated to be \$3,750 per household based on our experience to date.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	40 Households at risk of homelessness
	<b>Location Description</b>	1100 Lancaster Ave, Wilmington, DE
	<b>Planned Activities</b>	Homeless prevention services.
<b>23</b>	<b>Project Name</b>	Sojourners Place - Sojourners' Place Transitional Housing
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Help all residents meet basic social and economic
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	Long-term transitional housing to homeless adults providing comprehensive services addressing issues such as addiction, mental/physical health, incarceration, and a combination of these factors. Housing, meals, intensive case-management, job readiness/ training/ placement, education, and life skills trainings are provided to prevent future homelessness.
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	70 homeless adults
	<b>Location Description</b>	2901 Governor Printz Blvd, Wilmington, DE 19802
	<b>Planned Activities</b>	Transitional housing.
24	<b>Project Name</b>	STEMM, Inc. - Case Management Services
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	Provide emergency, transitional housing and case management services for low-income homeless persons in the City of Wilmington. Two housing facilities, Martha's House I and II, provide housing for women and their children experiencing homelessness. Training and counseling are provided to transition clients into independent living situations. Motel vouchers in dire need of emergency shelter are provided through the Motel Ministry program
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	25 homeless persons.
	<b>Location Description</b>	Confidential location.
	<b>Planned Activities</b>	Case management and counseling in homeless shelters.
25	<b>Project Name</b>	The Challenge Program - Construction Training Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Activities for eligible youth and families
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	The Challenge Program provides education and job training for high-risk youth ages 17-24 years from low-income communities. Trainees participate in hands-on, paid construction training on projects which including rehabbing residential and non-residential properties and greening of vacant lots to eliminate blight and increase affordable housing options in low-income communities.
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 youth ages 17-24 years from low-income communities
	<b>Location Description</b>	1124 E. 7th St, Wilmington, DE
	<b>Planned Activities</b>	Job training.
<b>26</b>	<b>Project Name</b>	The Salvation Army - Crisis Alleviation Homeless Prevention
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	The Salvation Army's Crisis Alleviation program is designed to support people at risk of homelessness to maintain their existing tenancy or accommodation where possible by providing rental assistance including rental arrears, security deposits, utility arrears and deposits.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	10 persons at risk of homelessness.
	<b>Location Description</b>	400 Orange St. Wilmington
	<b>Planned Activities</b>	Homeless prevention.
<b>27</b>	<b>Project Name</b>	West End Neighborhood House Inc - Above Xpectations Youth Track Club
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Activities for eligible youth and families
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	West End's Above Xpectations (AX) track team provides young people from disadvantaged circumstances the opportunity to compete in world class track and field competitions and, more importantly, to prepare them for post-secondary education. The team includes approximately 165 boys and girls in grades K-12, the majority of whom are Black and reside in and around the city. College tours and orientation provided.
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	280 Youth from low-income communities
	<b>Location Description</b>	City-wide, area high school tracks
	<b>Planned Activities</b>	Youth activities.
28	<b>Project Name</b>	West End Neighborhood House Inc - Life Lines
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	Life Lines helps connect foster care youth to public services in order to meet their most basic needs. West Ends Life Lines program has 13 homes composed of 33 beds and three sites. .
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Up to 125 youths at-risk of homelessness.
	<b>Location Description</b>	Three sites around the city.
	<b>Planned Activities</b>	Homeless shelter.
29	<b>Project Name</b>	YMCA of Delaware - Central YMCA Male Supportive Housing Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	The Central YMCA Male Supportive Housing Program provides 180 single-occupancy units for men of all walks of life in need of safe and stable housing. Supportive programs provide needs for low-income veterans, homeless men, men with mental health and/or substance abuse issues, and other disabling conditions. Services include financial assistance, social services, and partnerships with healthcare provider to provide education and workshops, and other services to set clients on the path to self-sufficiency.
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	160 low-income veterans, homeless men, men with mental health and/or substance abuse issues, and other disabling conditions
	<b>Location Description</b>	100 W. 10th St, Wilmington, DE
	<b>Planned Activities</b>	180 SRO beds
<b>30</b>	<b>Project Name</b>	HOME Administration
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Planning/Administration
	<b>Needs Addressed</b>	Planning/Administration
	<b>Funding</b>	HOME: \$62,368
	<b>Description</b>	Program administration costs to develop and implement HOME-funded projects.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City Hall, 800 N. French St, Wilmington, DE
	<b>Planned Activities</b>	Administration
<b>31</b>	<b>Project Name</b>	The Vistas at St. Francis (CHDO)
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase supply of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	HOME: \$486,674
	<b>Description</b>	Construction of a 57-unit, state of the art, energy-efficient, affordable senior housing project. The project addresses the lack of affordable senior housing in the community and creatively repurposes existing under-utilized space in the neighborhood. Funding includes \$23,333 for delivery costs incurred by the City.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	57 housing units.
	<b>Location Description</b>	600 N. block of Dupont Street, immediately behind St. Francis Hospital, on the West Side of Wilmington, DE

	<b>Planned Activities</b>	New construction
<b>32</b>	<b>Project Name</b>	Riverside Development Phase V
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Increase supply of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	HOME: \$491,311
	<b>Description</b>	Phase V of the master planned Riverside community will consist of the construction of a four-story building that includes 72 housing units. The building will also include amenities such as a community room, green spaces, raised planter beds, family and senior general practice doctors, on-site management offices, and maintenance space. Funding includes \$23,334 for delivery costs incurred by the City.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	72 housing units
	<b>Location Description</b>	Rosemont Ave to Bowers St and E 24th St to E 27th St
	<b>Planned Activities</b>	New construction
<b>33</b>	<b>Project Name</b>	Tatnall West Phase II
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Improve quality of existing housing stock
	<b>Needs Addressed</b>	Improve Access to Affordable Housing
	<b>Funding</b>	HOME: \$183,333
	<b>Description</b>	The project involves the acquisition and rehabilitation of four buildings on the same block of N Tatnall Street. A total of 11 residential units with high-end finishes along with two ground-floor commercial suites are planned. Funding includes \$23,333 for delivery costs incurred by the City.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	11 housing units
	<b>Location Description</b>	807 N Tatnall, 829 N Tatnall, 843 N Tatnall, and 301 W 8th St.
	<b>Planned Activities</b>	Rehabilitation
<b>34</b>	<b>Project Name</b>	ESG 2024
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless

	<b>Needs Addressed</b>	Improve Access to Affordable Housing Public Services
	<b>Funding</b>	ESG: \$193,282
	<b>Description</b>	ESG-funded projects. ESG project activities include program administration, emergency shelter, street outreach and prevention, HMIS, and rapid re-housing.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	615 people assisted: 450 persons through overnight shelter, 115 households through Tenant-based rental assistance/Rapid rehousing, and 50 persons through homelessness prevention
	<b>Location Description</b>	Shelters: Ministry of Caring, Salvation Army Homeless Prevention: West End Neighborhood House HMIS: Housing Alliance Delaware Rapid Re-Housing: YWCA Delaware and West End Neighborhood House
	<b>Planned Activities</b>	Shelter, Rapid Rehousing, Homelessness Prevention, Administration, and HMIS
<b>35</b>	<b>Project Name</b>	HOPWA Administration
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Planning/Administration
	<b>Needs Addressed</b>	Planning/Administration
	<b>Funding</b>	HOPWA: \$28,677
	<b>Description</b>	Program administration costs for HOPWA-funded projects
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Program administration.
<b>36</b>	<b>Project Name</b>	The Cecil County Housing Assistance Program
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the HIV/AIDS population
	<b>Needs Addressed</b>	Help all residents meet basic social and economic
	<b>Funding</b>	HOPWA: \$67,800
	<b>Description</b>	Housing assistance program for persons living with HIV/AIDS.



	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	6 total households with persons living with HIV/AIDS; 4 households will be assisted through TBRA and 2 households with PHP.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Prevent homelessness in clients that are HIV positive or People With AIDS (PWAs) and keep them in stable housing in Cecil County, Maryland. Clients are offered supportive services that include prevention
<b>37</b>	<b>Project Name</b>	Delaware Housing Assistance Program (DHAP)
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the HIV/AIDS population
	<b>Needs Addressed</b>	Help all residents meet basic social and economic
	<b>Funding</b>	HOPWA: \$749,148
	<b>Description</b>	Housing assistance program through Delaware HIV Services.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	60 households with persons living with HIV/AIDS through TBRA.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Funding will be used to reduce the waiting time for rental assistance and increase the number of households being served. Funds will also be used for security deposits for low-income households entering the rental assistance program.
<b>38</b>	<b>Project Name</b>	Ministry of Caring - House of Joseph II
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the HIV/AIDS population
	<b>Needs Addressed</b>	Help all residents meet basic social and economic
	<b>Funding</b>	HOPWA: \$110,291
	<b>Description</b>	House of Joseph II provides permanent housing and essential supportive services for homeless men and women living with HIV/AIDS who need ongoing nursing care to live as fully and independently as possible. Services include case management services, food service, and comprehensive medical care.
	<b>Target Date</b>	6/30/2025

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	16 households with persons living with HIV/AIDs
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	Permanent supportive housing and services.
<b>39</b>	<b>Project Name</b>	<b>25C30 YWCA Delaware - Home Life Management Center</b>
	<b>Target Area</b>	City-wide
	<b>Goals Supported</b>	Housing/services to the homeless and near-homeless
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	YWCA Delaware's Home-Life Management Center (HLMC) provides quality emergency and transitional housing, coupled with comprehensive case management and supportive wraparound services, for homeless families and those escaping domestic and sexual violence in the City of Wilmington.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	240 homeless persons in families escaping domestic and sexual violence.
	<b>Location Description</b>	confidential
	<b>Planned Activities</b>	Homeless shelter for DV

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of Wilmington overall has a significant number of low- and moderate-income persons, consisting of 63.25% of all Wilmington residents. As a result, a majority of city-wide projects will provide benefits to low- and moderate-income households. Low- to moderate-income block groups and racially/ethnically concentrated areas of poverty (R/ECAPs) have been identified to determine areas with the most need.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
CDBG-eligible areas	
City-wide	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Use of funds specifically directed to CDBG-eligible areas is limited. However, the majority of city-wide projects are intended to provide benefits to low- and moderate-income households. Additionally, areas of higher opportunity are selected for certain projects to deconcentrate poverty and improve access to opportunities for low- and moderate-income households.

### **Discussion**

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	123
Special-Needs	179
Total	302

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	82
The Production of New Units	129
Rehab of Existing Units	81
Acquisition of Existing Units	10
Total	302

**Table 10 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

Rental assistance includes 82 households assisted through tenant-based rental assistance/rapid rehousing and housing funded by HOPWA. The 129 new units are being constructed with HOME funding, although construction is not expected to be completed for several years. Rehab includes home repair and rehabilitation programs operated by the City of Wilmington and Ingleside Senior Services Housing Rehabilitation Program. Acquisition includes direct financial assistance provided through the City’s First Start Homeownership Program.

In addition to the figures above, ESG will be used to fund tenant-based rental assistance/rapid rehousing for 115 households experiencing homelessness.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The WHA manages and maintains 1,816 units, with 1,390 units occupied. While most of these properties are in areas of concentrated poverty and/or minorities, most of Wilmington also falls within these categories. Demand for public housing far outweighs supply of housing; the waiting list for public housing is closed. WHA is looking at other financing sources and housing opportunities to fulfill the demand for affordable housing.

### **Actions planned during the next year to address the needs to public housing**

The following strategies were outlined in WHA's most recent update to their five-year and annual plan:

- Maximize the number of affordable units available to the PHA within its current resources by expediting repairs, constant monitoring, implementing energy efficiency programs, expedite the issuing, processing, and transition of HCV holders, and setting reasonable payment standards and occupancy standards
- Increase the number of affordable housing units by applying for additional Section 8 units should they become available, pursue housing resources other than public housing or Section 8, replace units lost through the Section 32 Homeownership Program and mixed finance development, and use Replacement Housing Factor funds to construct/purchase new affordable housing
- Target available assistance to families by continuing admissions preferences aimed at working families, enforcing rent policies supporting and encouraging work, apply for special-purpose vouchers for the elderly and persons with disabilities, carry out modifications based on Section 504 needs, and affirmatively marketing to local nonprofits that assist families with disabilities
- Conduct activities to affirmatively further fair housing by joining the Delaware State Consortium on Affirmatively Furthering Fair Housing, counseling, and assisting Section 8 tenants on units available outside of racially and ethnically concentrated areas of poverty (R/ECAPs), and market the Section 8 program to owners residing outside of R/ECAPs.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Each public housing property has a resident advisory board to discuss and make recommendations on PHA plans. Additionally, WHA has a Resident Services Department that partners with community agencies to provide vital services for clients at Crestview Apartments. Services include a job-resource library, hands-on instruction in using computers, financial literacy, homeownership counseling, and access to health and social service professionals. These services serve to give clients the opportunity share information, network, and grow as individuals to become employable and live independently.

The WHA goals and activities support homeownership.

- Continue to partner with agencies that provide financial management/credit services and housing counseling. This effort continues to foster relationships with new partners; HOND (Housing Opportunities of Northern Delaware), ABC Consulting, Interfaith Community Housing of Delaware, Neighborhood House, Meridian Bank, Artisans Bank, Huntington Valley Bank, PNC Bank, TD Bank, Stand-By-Me, Fresh Start and Kiss your Landlord Goodbye, Service Source, Credit Repair with Steven Byrd, Community Powered FCU, Keller Williams, eXp Realty LLC and Stepping

Stones FCU.

- The Section 32 Comprehensive Homeownership (HO) Program. We will continue to provide active case management services to our ROSS and FSS participants in the HO program to become ready future homebuyers or future market renters. Over the past ten years, we have assisted a total of eighty-five (85) LIPH and HCV program participants to purchase homes who completed their Homeownership journey through the Section 32 Comprehensive Homeownership program. Of the 85, fifteen (15) Section 32 homes have been sold to participants in the Low-Income Public Housing (LIPH) program and Housing Choice Voucher (HCV) Family Self-Sufficiency (FSS) programs who completed their Homeownership journey. Forty-five (45) participants of the sixty (60) participants in the Comprehensive Homeownership program purchased a home in the open market. We also assisted twenty (20) Category 4 participants (non-WHA program participants) to purchase homes. Of the eighty-five (85) homebuyers, we have not had any Foreclosures, to date. Case management is ongoing through the Section 32 Comprehensive Homeownership program.
- Re-structure Section 32 Comprehensive Homeownership Program. The Section 32 Program will concentrate on 17 units for sale from the WHA scattered site inventory. The tenants in those units had the First Rights of Refusal to purchase the home in which they resided. Residents of ten (10) of the units chose to purchase their units. Four are pre-approved and ready to close. The WHA has been working with the other six that have opted to buy to prepare them for homeownership. Two families are still within the 18-month option period. The remaining 5 families that chose not to purchase their unit by the November 2022 deadline have been rehoused.
- Long-term Scattered Site units. WHA has 42 vacant parcels, some with homes and other vacant lots that are ready for disposition. HUD has approved the transfer of 22 of these parcels from the public housing inventory to the Delaware Affordable Housing Group (DAHG), a non-profit of the WHA. The vacant homes will be rehabilitated and sold to homebuyers. Additional phases are ongoing. WHA also has 200 scattered site occupied homes. Over the next several years, WHA will transfer these to DAHG as well for rehabilitation and eventual sale.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

WHA is not designated as troubled.

**Discussion**

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City maintains support for the YMCA, YWCA, Catholic Charities, Ministry of Caring, Housing Alliance Delaware, Family Promise, and Salvation Army, which work together to provide outreach to the homeless population, including unsheltered persons. In addition, there are street outreach efforts through Brandywine Counseling Center and BRIDGE Clinics funded through SAM. Several of the nonprofit social and human service agencies that provide services to the homeless and those at risk of becoming homeless leverage additional private funds used to operate emergency shelters, transitional housing facilities, and supportive housing facilities within Wilmington. These funds are also used to provide supportive services such as case management, counseling, job training, and life skills classes.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

Wilmington is a member of the Delaware Continuum of Care (CoC), the primary program in the State addressing homelessness led by Housing Alliance Delaware. On the night of the 2023 PIT (January 25, 2023), 1,245 people were experiencing homelessness in Delaware. While this is half of the number from 2022, the use of additional available resources to provide more shelter beds to address COVID-19 in 2021 and 2022 contributed to prior years' higher numbers. The 2023 PIT count is the largest PIT count on record in Delaware since data collection began in 2007.

In a 2022 update to the Family Homeless report, it was stated: "This increase in the number of homeless families in Delaware provides this study with a starting point for examining family homelessness and corresponding homeless services in Delaware. A closer look at the data indicates that this increase is not due to increased numbers of families becoming homeless, but rather to the extended stays in temporary housing that families experience once they become homeless (Section 2). Much of the increase in demand has been absorbed by the State of Delaware's Division of State Service Centers, which has become the largest source of temporary housing in Delaware as it provides hotel and motel vouchers to more homeless families than all the other emergency shelter (ES) and transitional housing (TH) facilities in the state combined. This system-wide shift from congregate ES and TH beds to non-congregate hotel/motel facilities has yielded public health benefits and is more desirable to many homeless families."

The extended length of stay in homelessness is evident in the Performance Measures captured by the HMIS. In 2021, the average length of stay in shelter was 87; that grew to 112 nights in 2022. Difficulties finding and affording housing is increasing pressure on the system.

Housing Alliance Delaware administers Centralized Intake services to coordinate access to emergency shelter, rapid re-housing, and permanent supportive housing. The CoC practices a Housing First model, providing shelter for individuals regardless of personal hardships or circumstances. Homeless services can be accessed through the Delaware 211 hotline, State Service Centers, or local homeless service providers such as a shelter or day center. For the year ending June 30, 2022, the Coordinated Entry

System registered 2,493 persons, including 668 children under age 18. In February 2024 alone, HAD reported that:

- 1,220 households contacted Centralized Intake, who were having a serious housing crisis, either homeless, couch surfing, or at risk of losing their housing
- 34% of them - over 400 - reported being unsheltered and sleeping in a place not meant for human habitation, like a car, bench, abandoned building, shed, or encampment.
- 19% of households (232) that contacted CI were doubled up, which would not be taken into consideration for the PIT count.
- 30% of households (366) that contacted CI had children.

The number of first-time homeless is also measured. Of those entering the system, 78% were not homeless within the past 24 months.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Housing Alliance Delaware identified that in FY21, 15% of people in Delaware who moved from homelessness to housing over a 24-month period returned to homelessness. In 2022, this decreased to 10%. Supportive services including health, mental health, and employment services are provided for a wide range of special needs through various homeless service providers in Wilmington. These programs serve to not only provide immediate shelter but also help homeless individuals obtain future permanent housing by providing job and life skills training, case management services, educational opportunities, and other supportive services that allow them to pursue these opportunities. The following agencies address the homeless, special needs population by subpopulation:

#### *Families*

Family Promise of Northern New Castle County (FPNNCC) is a nonprofit with the mission of preventing and ending homelessness for families. Their primary goal is to transition the families using their services to permanent housing in less than sixty days. In November 2018, FPNNCC opened their Hospitality Center, providing temporary shelter for up to six families (or 20 individuals). FPNNCC's other facility, the Day Center, can also house six families. Strongly volunteer-driven, services include mentorship, case management, financial literacy courses, job assistance, housing assistance, and advocacy.

#### *Veterans*

The Delaware Center for Homeless Veterans (DCHV) provides safe and affordable permanent housing for veterans. DCHV also provides supportive services to reintegrate and educate homeless veterans and their families to obtain recovery, self-sufficiency, independence, and community integration. Additionally, outreach for recruiting more landlords willing to accept HCVs is conducted to expand housing options for veterans.

#### *Unaccompanied Youth*

CHILD, Inc. is a nonprofit serving dependent, neglected, and abused children and their parents since



1963. The mission of their Governor Terry Children’s Center is to “reduce the possibility, incidence, or reoccurrence of child abuse or neglect by providing an emergency home, food, clothing and age-appropriate counseling to children, ages six through seventeen years.” The Center offers 10-beds for a maximum 30-day stay. Supportive services include psychosocial assessment, individual counselling, advocacy, referrals, collateral involvement, and therapeutic family interactions. Transportation to and from school, group activities, evening study time, and recreational activities are offered to help provide a home-like environment. CHILD, Inc. also operates an anger management program for youth, a specialized foster care program, 24-hour runaway and homeless youth hotline, and counseling and mediation services for families dealing with divorce, separation, custody, or visitation issues.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

According to Housing Alliance Delaware, the highest risk of returning to homelessness after moving into housing occurs in the first twelve months. As a result, availability of services is most critical in the first year after returning to housing. The services mentioned previously also serve to help former individuals from becoming homeless again and maintain permanent housing. Additionally, stakeholders frequently mentioned the need for wraparound services to prevent homeless individuals from re-entering the system. Many of the projects providing homelessness prevention services for the upcoming program year intend to provide wraparound services.

## **Discussion**

**AP-70 HOPWA Goals– 91.220 (I)(3)**

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	66
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	16
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	82

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

During the Five-Year Consolidated Plan meetings, stakeholders reiterated the lack of quality jobs and homes makes affordable housing unobtainable for many Wilmington residents. Other needs such as childcare, physical disabilities and mental disabilities further restrict affordable housing options for many residents.

Developers cite high costs for new construction as their biggest barrier to developing affordable housing. Wilmington is almost entirely developed, making new construction costly. There is a need for sufficient secondary subsidies if the City wants to pursue new construction. As a result, rehabilitation will be the primary focus for generating new affordable housing options, especially due to the age of housing in the City. It is also important to note that funding is limited in terms of quantity and flexibility. The City is looking for additional funding sources to expand the scope of projects they can pursue. For Housing Choice Voucher holders, it is also difficult to find quality affordable housing in high-opportunity areas in the private real estate market, and many port out of Wilmington as a result.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

In Wilmington’s 2028 Comprehensive Plan, the City sets forth a goal to “ensure all residents have access to quality housing that is affordable and offers choice.” The goal identifies a need to both retain and attract diverse residents, with lower income residents facing difficulties in securing and maintaining housing. To strengthen their communities, Wilmington looks to not only promote pathways to maintain and improve homeownership, but also provide a broader range of housing choices through new affordable housing development, new housing products, and promoting incentives and programs for the purchase and rehabilitation of existing housing stock.

The City’s Department of Real Estate and Housing (DE&H) offers a Home Repair Loan Program for families below 80% AMI who are looking to improve their homes by bringing them up to code. The loan can be used for heating, roofing, plumbing, electrical, handicapped facilities, and any other emergency needs and offers up to \$10,000. A similar program is offered for exterior code violation repairs, which has a maximum value of \$4,999 but will be forgiven after one year if there is no change in property ownership. As previously mentioned, the City will also pursue rehabilitation and infill development for affordable rental and owner-occupied housing in partnership with CHDOs and other developers. Additionally, DE&H is offering a First Start Homebuyer Program for first-time homebuyers, persons who have not owned a home in the past three years, or for displaced homemakers and single parents. The program is expected to be funded with \$300,000 in CDBG (with income limits of 80% AMI) and \$200,000 in general funds (with income limits of 100% AMI). Applicants are eligible for the lesser of \$15,000 or 6% of a property purchase price with a minimal contribution of \$1,000 from the buyer. Funds may be used for down payments or closing costs. A fixed-rate mortgage and loan that does not exceed a term of more than 30 years is also required to be eligible for the program.

The City provides funds to Ingleside Homes, Inc. to also conduct a minor housing rehabilitation program

focused on low-income senior citizens who need assistance with smaller projects.

**Discussion:**

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

Over the next year, Wilmington plans the following actions to help address the housing and community development needs of City residents, especially low and moderate-income residents.

### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to cooperate with various non-profit agencies and developers to implement its Five Year Strategy and to address the specific needs of special needs populations identified in the plan. One of the strengths of the delivery system is the existing collaborative network of service providers and housing providers. This includes the CoC, nonprofit and private developers, and other government agencies. In addition, the Department of Real Estate and Housing provides an experienced staff and well-organized program for initiating public programs that can be affirmatively marketed to special needs populations and persons experiencing homelessness. Assistance to support recovery from the COVID-19 pandemic will also continue to be provided.

### **Actions planned to foster and maintain affordable housing**

The City hired new rehabilitation program staffing during FFY2023. Through retirement and attrition, staffing has been reduced. However, Ingleside, Habitat and other agencies are poised to assist in the rehabilitation program. The rehabilitation program will be modified to address major systems such as roofing and heating which constitute the most critical needs of City homeowners. The HOME program will continue to deliver quality affordable housing. The three applications approved for funding include The Vistas at St Francis, undertaken by Delaware Valley Development Company. The project includes 57 energy-efficient, affordable housing units for seniors in the West Side of Wilmington. Pennrose will continue with Phase V of the Riverside's master plan, including the construction of 47 high quality rental affordable LIHTC apartments, 25 market rate apartments, a community room, green spaces, and other amenities. Additionally, management and maintenance will be on-site along with family and senior general practice doctor offices. Tatnall West Phase II will acquire and rehabilitate 4 buildings resulting in 11 housing units.

### **Actions planned to reduce lead-based paint hazards**

On December 1, 2022, New Castle County was awarded a second grant through HUD's Lead-Hazard Reduction and Healthy Homes Grant Program of \$8.7 million. This grant allows New Castle County to conduct lead abatement and safety improvements on 330 homes. Priority will be given to households with pregnant women or children under the age of six, low- and moderate-income households, homes built before 1978. This grant differs from the previous grant in that rehabilitation addresses unsafe conditions that trigger childhood asthma and illness such as radon, noise, insulation, carbon monoxide, mold, lighting, and more is included. Rental and homeowner units are included.

Eligible families will receive a Safety and Lead Risk Assessment for their homes. If the home is tested positive for lead or has other hazards, the program will relocate the family for up to ten days while the lead paint is being removed, along with fixing any additional health hazards found during the assessment.

During 2024 the County expects to undertake at least Lead Hazard remediation in 60 homes using funds from the \$3.3 million grant awarded in 2019 and the new grant.

### **Actions planned to reduce the number of poverty-level families**

The City of Wilmington and local service providers have developed goals, programs, and policies to reduce poverty and improve access to affordable housing. In Wilmington’s 2028 Comprehensive Plan, which was updated in July 2019, the City set forth a goal area for the creation of “Strong and Safe Neighborhoods.” Goals under this umbrella addressing poverty and its effects include promoting walkable neighborhoods to improve access to jobs, services, and amenities; increasing access to quality housing that is affordable and offers choice; reducing neighborhood blight and crime; ensuring neighborhoods have access to high quality, welcoming public spaces and recreation; and supporting neighborhood character cohesion and pride. Established programs that will be continued or created to address this goal include the Neighborhood Stabilization Program, the Wilmington Community Advisory Committee, and partnerships with local businesses, institutions, and organizations.

The Wilmington HOPE Commission serves to reduce “the impact of violence and promote well-being in [the Wilmington] communities by advocating for, supporting, empowering, and assisting ex-offenders to positively integrate back into [their] communities.” Re-entry services are important to re-integrating justice-involved individuals who are more likely to face economic and life-altering burdens as a result of a criminal record, along with returning to their original circumstances that led to their criminal record. Programs offered by the HOPE Commission include the Enhanced Workforce Development Program (EWFD), and the Winner’s Circle. EWFD is a free twelve-week comprehensive program teaching basic workforce development skills such as presentation, interview skills, and resume writing along with how to maintain employment and other key employment skills. The Winner’s Circle is a peer-led, peer-drive support group that draws on real experience to motivate others during the re-entry process.

These poverty reducing measures serve improve access to affordable housing choice by preventing and mitigating the effects of poverty. Stakeholders mentioned high eviction rates and inability to obtain quality employment and wages as major barriers to obtaining affordable housing. The HOPE Commission’s re-entry programs directly mitigate these barriers for the formerly incarcerated, and the RISE programs serves to prevent these effects through youth engagement.

The Challenge Program, a CDBG funded activity, likewise uses job training in the field of construction to effect radical change in high-risk populations and develop job skills. Other organizations funded with CDBG funds have similar outcomes using job training, sports, arts, and recreation to effect change. The City is looking to develop new measures and strategies to create more resilient communities, as outlined in their comprehensive plan.

### **Actions planned to develop institutional structure**

To address the shortage of affordable housing options, both the City and WHA are pursuing options to increase the supply of housing. The City is continuing rehabilitation and home repair efforts along with partnerships with local developers to efficiently make use of federal and non-federal dollars. WHA is planning to apply for additional Section 8 units should they become available, pursue other housing resources besides public housing or Section 8 tenant-based vouchers, replace lost public housing units using the Section 32 Homeownership Program and mixed finance development, and use Replacement Housing Factor funds for acquisition and new construction.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City will continue to cooperate with various nonprofit agencies and developers to address the

specific needs of special needs populations identified in the plan. One of the strengths of the delivery system is the existing collaborative network of service providers and housing providers. This includes the CoC, nonprofit and private developers, and other government agencies. In addition, the Department of Real Estate and Housing provides an experienced staff and well organized program for initiating public programs that can be affirmatively marketed to special needs populations and persons experiencing homelessness.

**Discussion:**

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction:

The City administers the CDBG program, ESG Program, HOPWA Program and HOME Program.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	300,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>300,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:  
The City of Wilmington does not intend to use other forms of investment to fund HOME programs.
2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:  
In addition to the following information, the HOME Resale and Recapture Policy is also attached.  
The City of Wilmington imposes resale restrictions on the total HOME investment, which includes



direct acquisition, construction, or development contributions, soft costs, and project delivery costs (if any) made to both the developer and the homebuyer. Resale restrictions require deed restrictions and covenants, which are attached to the property and restrict the homeowner's sale of the property (during the period of affordability) only to a low-income family that will use the property as their principal residence. The term "low-income family" shall mean a family whose gross annual income does not exceed 80% of the median family income for the geographic area as published annually by HUD. As a guideline, the purchasing family should pay no more than 30% of its gross family income towards principal, interest, taxes, and insurance for a property on a monthly basis. The housing must remain affordable to a reasonable range of low-income buyers for the period described in the HOME regulations. At a minimum, the subsequent property owner will be subject to the remaining affordability period on the property. Resale guidelines are allowed in situations where there is a development subsidy only. If the homeowner receives a homebuyer subsidy, then the recapture guidelines must be followed. The original homebuyer, now the seller, must receive a "fair return" on their investment, which is defined as the homebuyer's initial investment of down payment and settlement costs and the cost of any capital improvements.

#### **Recapture Guidelines**

The amount of HOME funds subject to recapture is based on the amount of HOME assistance that enabled the homebuyer to buy the dwelling unit. This includes any assistance that reduced the purchase price from the fair market value to an affordable price but excludes the amount between the cost of producing the unit and the market value (development subsidy). For first-time homeowner loans, the City of Wilmington has adopted the recapture method, with forgiveness, based on the length of time the homebuyer occupies the home in relation to the affordability period.

#### **Lease Purchase**

The City of Wilmington has adopted a lease/purchase policy for the federally funded projects including CDBG and HOME. A copy of the policy is available for public inspection at the City of Wilmington Department of Real Estate and Housing.

Additional information may be found in The Department of Real Estate and Housing's HOME Policy and Procedure manual.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:  
See previous question.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:  
Not applicable. The City does not plan to refinance any existing debt secured by multi-family housing that is being rehabilitated with HOME funds.
5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).  
N/A
6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).  
N/A
7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).  
N/A

**Emergency Solutions Grant (ESG)  
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)  
See attached written standards and the RFP process in the Appendix.
2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.  
Beginning in 2014, all communities receiving homeless assistance funds from the U.S. Department of Housing and Urban Development (HUD) are required to have a coordinated process by which households experiencing homelessness are assessed and prioritized for services and housing. Housing Alliance Delaware administers Centralized Intake in partnership with a variety of homeless assistance providers throughout the state. Centralized intake services can be accessed through the following methods:
  - Direct phone call to CI staff at Housing Alliance DE
  - Delaware 211 hotline
  - State service center
  - Local shelters or day centers
 Clients are assessed in-person using VI-SPDATs (Vulnerability-Index Service Prioritization Decision Assistance Tool) as a triage tool to determine the most appropriate housing intervention. Assessment prioritizations are conducted as follows according to CI Policies and Procedures:
  - A. Emergency Shelter  
Entry into emergency shelter is not prioritized based on the severity of service needs of

clients/households. Any client who is literally homeless can be referred for an opening at a shelter. No vulnerability assessment is needed for referral to emergency shelter.

Entry into emergency shelter is prioritized for households who are currently sleeping in a place not meant for human habitation (car, park, abandoned building, tent, street, etc.).

Intake staff keeps a daily log of households that report living in an unsheltered situation and follow up with those clients each day to determine if they are still in need of shelter and offer open shelter beds to those households first each day.

#### B. Permanent Housing Resources

Entry into Rapid Rehousing (RRH) and Permanent Supportive Housing (PSH) programs is prioritized by severity of service need. Centralized Intake refers directly to Rapid Re-Housing (RRH) and Permanent Supportive Housing (PSH) resources in all 3 counties in Delaware. The VI-SPDAT (Vulnerability Index - Service Prioritization Decision Assistance Tool) is Delaware's standard assessment tool. Clients and households are prioritized for RRH and PSH in Delaware based on the severity of their service needs - as determined by the VI-SPDAT - and in alignment with the Delaware CoC's RRH and PSH program standards. Once HAD staff receives the VI-SPDAT the score is recorded, along with identifying information, client location, household composition, veteran status, and other pertinent information as necessary. HAD staff reviews responses in the VI-SPDAT and all other available information, including the client's profile in CMIS, to assess if the client may meet the criteria for chronic homelessness (as defined by HUD). All PSH resources in Delaware are prioritized or dedicated to serving people experiencing chronic homelessness. If the client appears to meet the criteria for chronic homelessness, the client will be assessed by a Housing Specialist to see if they are indeed chronically homeless. If they are, they are added to the Permanent Supportive Housing (PSH) priority list in CMIS. Housing Specialists work to assist these clients with obtaining the proper documentation to verify their chronic homeless status. In some cases, full documentation is not required in order to be referred to a PSH program. Any household that is not chronically homeless is added to the RRH prioritization list.

#### C. Transitional Housing

Entry into Transitional Housing (TH) is prioritized by severity of service need, which is determined – in part – by VI-SPDAT score. Centralized Intake refers directly to two TH providers in New Castle County that serve households with minor children. Households are identified as potential candidates for open units of TH from the RRH by-name priority list.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations). See attached written standards and the RFP process is in the Appendix.
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG. See attached written standards and the RFP process in the Appendix. Representation by a person who is homeless or formerly homeless is provided through the CoC.

5. Describe performance standards for evaluating ESG.

Each program is reviewed for meeting project goals and benchmarks during:

- Desk Audits
- Performed when draw requests are made
- Monthly Performance and Direct Beneficiary Reports
- Tracks and evaluates program performance outcomes
- Onsite HUD compliance reviews
- Conducted annually and includes review of supporting documentation

In addition, the City is working with the Continuum of Care and other Emergency Solutions Grant recipients in the state. A Quarterly Project Performance Report has been created to review 7 components for performance.

**HOPWA: Has the grantee included an identified method for selecting project sponsors (including providing full access to grassroots faith-based and other community organizations)?**

The City issued an RFP for all local organizations for CDBG, HOME, ESG and HOPWA. The availability of the RFP was advertised in the local paper and extensively discussed at the first public hearings. Notice of the hearing was also sent out to numerous organizations. An email announcement of the RFP was sent to approximately 30 agencies and organizations. The City maintains a list of organizations that have requested RFPs in the past or have otherwise expressed an interest in receiving correspondence on the programs. The RFP was posted on the City's website for anyone to obtain. Any 501(c)(3) organization was eligible to apply for the funds including faith-based organizations.

## Attachments

# **Citizen Participation**

**For the City of:**

**Wilmington, DE**

**2024 Annual Action Plan**

**June 2024**

**NOTICE OF PUBLIC NEEDS HEARING AND REQUEST FOR PROPOSALS  
FOR PUBLIC SERVICES AND HOUSING PROJECTS  
CITY OF WILMINGTON, DE**

**FFY 2024/CFY 2025 ANNUAL ACTION PLAN  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
HOME INVESTMENT PARTNERSHIPS PROGRAM  
EMERGENCY SOLUTIONS GRANT PROGRAM  
HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAM**

Notice is hereby given that the City of Wilmington, DE (City) is currently preparing its FFY 2024/CFY 2025 Annual Action Plan (July 1, 2024 – June 30, 2025). The City will receive Community Development Block Grant (CDBG) funds, HOME Investment Partnerships (HOME) funds, Emergency Solutions Grant (ESG) funds, and Housing Opportunities for Persons with Aids (HOPWA) funds from the U.S. Department of Housing and Urban Development (HUD) and will conduct a public hearing on the use of these funds. In accordance with the Final Rule for consolidation of the CDBG, HOME, ESG, and HOPWA Programs, 24 CFR Part 91, et. al., the City will prepare an Annual Action Plan, which will be submitted to HUD on May 15, 2024, or 60 days from the formal notification by HUD of the City's annual FFY 2024/CFY 2025 funding allocations under these programs.

For FFY 2024/CFY 2025, the City is soliciting applications from qualified organizations interested in providing public services that address one or more of the public service needs targeted in the City's CDBG, HOME, ESG, and HOPWA programs. Proposals will be accepted for eligible activities and projects. Project areas of focus include, but are not limited to, Job Skills Training, Housing Counseling, and Homeless Prevention. Copies of the Request for Proposal (RFP) are available online at [wilmingtonde.gov/government/housing](http://wilmingtonde.gov/government/housing). A copy of the RFP may also be requested or picked up from the lobby of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801 or by emailing [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov).

All applications must be received by the City of Wilmington, Department of Real Estate and Housing, 800 French Street, 7<sup>th</sup> Floor, Wilmington, DE 19801 no later than 4:00 p.m. on Friday, February 9, 2024. Hard copy and electronic submission of applications are required. One hard copy must be delivered to the City Building by 4:00 p.m. on Friday, February 9, 2024, and one copy must be submitted electronically to [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov) by the same date and time. Proposals submitted after this time or to any location other than the one listed will be rejected without exception.

In accordance with the City's Citizen Participation Plan, the City will hold a pre-application meeting/community development and housing needs hearing on January 18, 2024, at 10:00 a.m. in Council Chambers, located on the first floor of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801.

A virtual pre-application meeting/community development and housing needs hearing will also be held on January 18, 2024, at 6:00 p.m. The Zoom link for this meeting is:

<https://wilmingtonde.zoom.us/j/87226694808>  
Meeting ID: 872 2669 4808  
Passcode: 657310

Or join by phone:  
Dial (for higher quality, dial a number based on your current location):  
US: Washington DC (301) 715-8592 or New York (646) 558-8656  
Meeting ID: 872 2669 4808  
Passcode: 657310  
International numbers available: <https://wilmingtonde.zoom.us/u/kb03BRrO9o>

The purpose of these public hearings is to:

1. Furnish citizens, public agencies, and other interested parties with information concerning the estimated funds available for proposed community development and housing activities.
2. Obtain the views and comments of individuals and organizations concerning the City's housing and community development needs. The information gathered will be used in the preparation of the Annual Action Plan submission for the FFY 2024/CFY 2025 Program Year.
3. Review the City's CDBG, HOME, ESG, and HOPWA programs and provide an opportunity for the public to comment on program performance.
4. Summarize the Annual Action Plan process and obtain the views of citizens, public agencies, and others interested in the housing and community development needs of the City.

All interested persons are encouraged to attend and make valued comments regarding projects and programs for consideration of funding.

Persons requiring special accommodation or translation assistance can make arrangements at least 3 business days in advance by contacting the Department of Real Estate & Housing at 302-576-3000 or [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov). La informacion sera proporcionada en Espanol por peticion.

The City will also accept needs input from the public via email at [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov) or in writing to the Department of Real Estate & Housing, 800 North French Street – 7<sup>th</sup> Floor, Wilmington, DE 19801 as part of this public hearing.

Views of the public are invited on the effects of HUD-supported projects on historic properties listed on, or eligible for listing on the National Register of Historic Places, pursuant to Section 106 of the National Historic Preservation Act of 1966 {et. seq.}. Comments may be made via email to [dmartin@wilmingtonde.gov](mailto:dmartin@wilmingtonde.gov) or mailed to Debra Martin, Department of Land Use & Planning, 800 North French Street, Wilmington, DE 19801.

The City expects to publish a summary of its proposed Annual Action Plan for FFY 2024/CFY 2025 on or before March 25, 2024. A copy of the document will be placed on public display for a thirty (30) day review period beginning on or before March 25, 2024. A second public hearing will be duly advertised and conducted to present the proposed plan to the public. The City will consider comments on the proposed plan prior to adoption by the Wilmington City Council and submission to HUD. Proper notice of the display date and subsequent public hearing will be properly advertised.





**Order Confirmation**  
Not an Invoice

<b>Account Number:</b>	905099
<b>Customer Name:</b>	Sd City Wilm Real Est/Housing
<b>Customer Address:</b>	Sd City Wilm Real Est/Housing 800 N French St Yvonne Perkins Wilmington DE 19801-3594
<b>Contact Name:</b>	Carol Watson
<b>Contact Phone:</b>	
<b>Contact Email:</b>	cwatson@wilmingtonde.gov
<b>PO Number:</b>	9670430

<b>Date:</b>	12/26/2023
<b>Order Number:</b>	9670430
<b>Prepayment Amount:</b>	\$ 0.00

<b>Column Count:</b>	2.0000
<b>Line Count:</b>	116.0000
<b>Height in Inches:</b>	0.0000

Print			
Product	#Insertions	Start - End	Category
WIL Wilmington News Journal	1	01/05/2024 - 01/05/2024	Public Notices
WIL delawareonline.com	1	01/05/2024 - 01/05/2024	Public Notices

<b>Order Confirmation Amount</b>	<b>\$515.04</b>
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SIGN-IN SHEET		
ANNUAL ACTION PLAN - 1 <sup>ST</sup> PUBLIC MEETING - CITY OF WILMINGTON		
01/18/2024 - 10:00 AM - COUNCIL CHAMBERS		
Name	Phone	Email
Shyshika Edwards	302.652.0101 x234	sedwards@ccacdc.org
Blaine Breeding	302.998.2222 x105	Blaine@familypremisede.org
Masam Marks	302.652.3532	duffy@duffyshopeinc.org
erin gauaneK	302-685-2151	egauaneK@housingalliance.org
Tyler Beal	302.654.5471	tbeal@delawarehiv.org
STEPHANIE VONNATHKE	302 709-9622	svonnahme@ymcadc.org
Vanessa Welch	302-658-5404	vwelch@neighborhoodhse.org
Porsha Harvey	302 655-9624	Pharvey@ccwilm.org
Antwain Flowers	302 658 4171	aflowers@westendnh.org
Mina Groop	302 658 6262	mgroop@thedeh.org
Melanie Brown	302-654-5471	mbrown@delawarehiv.org
Becca Johnson	302-655-0945	becca@challengeprogram.org
Greg Munson	302-658-4171/x153	gmunson@westendnh.org

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①

SIGN-IN SHEET		
ANNUAL ACTION PLAN - 1 <sup>ST</sup> PUBLIC MEETING - CITY OF WILMINGTON		
01/18/2024 - 10:00 AM - COUNCIL CHAMBERS - 6PM Zoom		
Name	Phone	Email
Glady's Spikes	(302) 545-5517	spikes@hond.org
Sandra Davidson	(443) 245-3886	Sandra.davidson@maryland.gov
Sarah Collins		Sarah Lee Collins@gmail.com (STEM)
Claire Howard		choward@hond.org
Karen Graham	(302) 472-0775	Karen.Graham@use.salvationarmy.org
Catherine Davis	(302) 652-3991	cdavis@ichde.org
Randy Washington	(215) 809-0025	Randy@lcn.construction
Trevor Knight	(302) 307-5726	tknight@centralbaptistcdc.org
Dan Gallagher	(610) 513-8801	dgallagher@pennrose.com
Dave Furd	(302) 510-1698	dfurd@reachriverside.org
Danielle Brown	(410) 323-1950	dbrown@mandl.net

## **Public Notice Hearing for RFP: Questions and Answers**

### **Community Development Block Grant (CDBG):**

Question 1 – How is ESG homelessness prevention different from CDBG homelessness prevention?

Answer: ESG and CDBG differ in their primary focus and specific purposes for shelters:

1. ESG focus is specifically designed to address homelessness with the purpose to provide funding for Emergency Shelters, Street Outreach, Homelessness Prevention and Rapid Re-Housing. All tailored to address immediate needs of individuals and families facing homelessness.
2. CDBG focuses on a broader community development program that covers various activities. CDBG funds may be used for community and supportive housing facilities when at least 51% of people using the facility are low-moderate income (LMI) or addressing urgent needs. Additionally, CDBG funds are used for housing related services – Subsistence Payments up to 3 months emergency payments on behalf of individuals and families. Public Service activities related to shelters would include supportive services, counseling, case management, outreach or other services that directly benefit individuals experiencing homelessness.
  - a. A document will be emailed to attendees explaining the use of CDBG for use of emergency shelters and transitional housing. Eligible under CDBG – Public Facilities.

Question 2 - Does invoicing have to be included in proposals?

Answer: No, you do not provide invoicing at this stage of the process. This is the application process and approval of funds are not awarded during the submission of proposals. Please hold invoicing until the agency receives the Award Letter, an Executed Contract, and Purchase Order from the City of Wilmington.

### **Emergency Solutions Grant (ESG):**

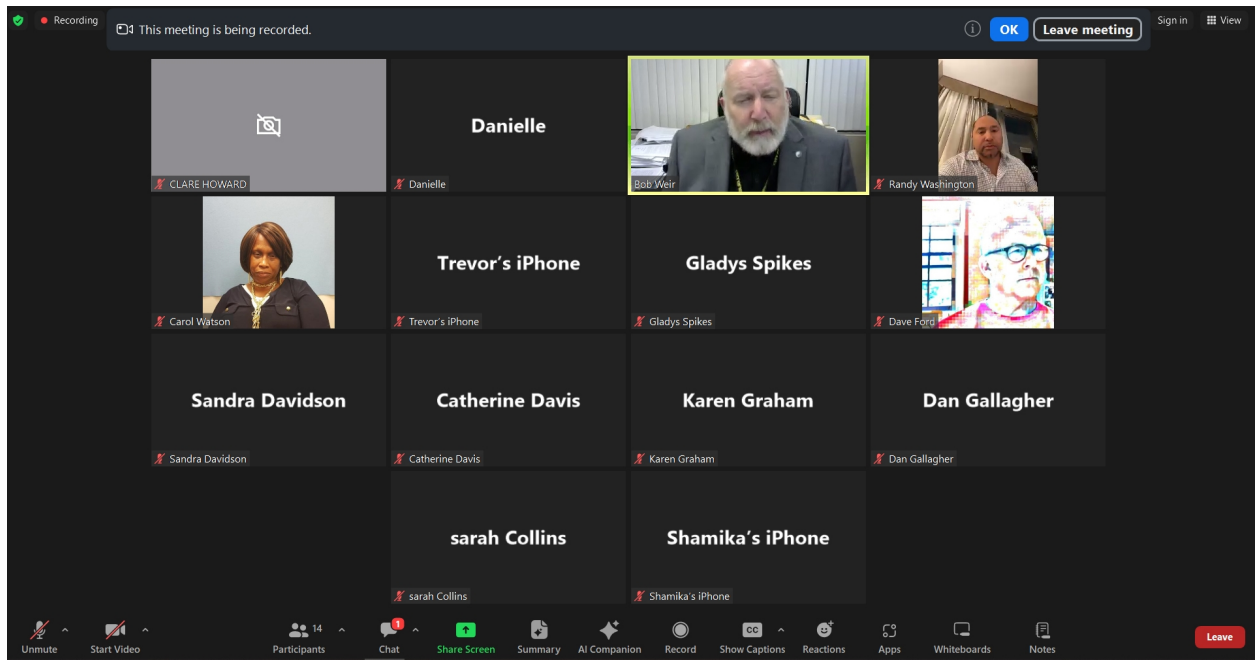
Question 1 - Are renovations eligible under ESG Grant? Slide 23 of the Presentation says both yes, it is eligible and no it is not.

Answer: Although renovations are an allowable activity under ESG. The City of Wilmington policy does not award ESG funds for renovations, but rather utilize CDBG funds under Public Facilities and Improvements to perform shelter renovations.

**Housing Opportunities Persons with AIDS (HOPWA):**

Question 1 – Is the budget for two years since HOPWA is allowable for two years?

Answer: HUD gives funding in one-year increments. Agencies are still required to apply yearly although the contract provided by the city is for two years. You will have two years to use the funds awarded to you.



City of Wilmington  
1<sup>st</sup> Public Hearing  
FFY 2024/CFY 2025 Annual Action Plan  
Thursday, January 18, 2024  
6:00pm – Virtual Zoom

Number of Participants: 14

Director of Real Estate and Housing Department, Robert Weir, began the meeting at 6:00pm and presented the attached PowerPoint.

Questions and comments were welcomed from participants:

Karen Graham from Salvation Army asked about the difference between homelessness prevention under ESG versus CDBG. Also asked if they need to submit two separate ESG applications if they want to apply for essential shelter services and for homelessness prevention. Also interested in more details around transitional housing and what is allowed.



# CITY OF WILMINGTON

## DEPARTMENT OF REAL ESTATE AND HOUSING

Public Hearing and Application workshop for:

Community Development Block Grant (CDBG)

HOME Investment Partnerships Program

Emergency Solutions Grant (ESG)

Housing for Persons with HIV/AIDS (HOPWA)



January 18, 2024



## Agenda

- Overview
- Federal Block Grants Program Basics
  - Goals
  - National Objective
  - Eligible -vs- Ineligible Activities / Costs
- Understanding the request for Proposal Process
- Goals, Outputs & Performance Evaluation
  - Setting Goals / Outputs
  - Performance Evaluation
  - Evaluation Criteria
  - Budgets
- Application Requirements
- Ranking/Scoring Process
- Program Year Requirements
- Common RFP Mistakes
- Contacts

## Consolidated Planning Process

**Every 5 years** the City must complete a Consolidated Plan to set priorities for the use of CDBG funds; The City prepared a new plan for FY 2020-2024.

**Every year** the City prepares an Action Plan to describe to the public (and HUD) how it intends to spend its annual allocation. This is the last year of the current five-year cycle.

### FY 2020-2024 Consolidated Plan Goals

- Improve quality of existing housing stock
- Increase supply of existing housing stock
- Improve public infrastructure and facilities
- Provide housing/services to the homeless and near-homeless population
- Provide housing/services to the HIV/AIDS population
- Provide housing/services to other special needs population
- Provide projects/activities for eligible youth and families
- Economic development

## FFY2022/CFY2023 Accomplishments

### CDBG

The City received \$2,244,025 in CDBG funds, \$167,726.31 in program income, and disbursed \$828,230.49. Funds were utilized to improve the community and existing housing stock by funding multiple eligible activities including:

- Tree Planting
- Shelter Operations
- Employment Training
- Services for Abused and Neglected Children
- Subsistence Payments
- Residential Facades
- Public Improvement
- Fair Housing Education and Outreach
- Housing Counseling
- Youth Activities
- Property Rehabilitation

## FFY2022/CFY2023 Accomplishments

### CDBG-CV

The CARES Act provided supplemental funding to prevent, prepare for, and respond to coronavirus. The City received \$1,791,170 in CDBG-CV funds in FFY2020, which has primarily been used towards:

- Hotel and Motel Vouchers
- Subsistence Payments
- Supportive Health Services

Funding for CDBG-CV was reallocated in FY2022-2023 to address emerging needs that resulted from COVID, primarily homeless prevention and shelter costs.

## FFY2022/CFY2023 Accomplishments

### HOME

HOME funds are used for the rehabilitation and construction of rental and homeowner housing units. The City received \$696,698 in HOME funds, \$120,049 in Program Income, and disbursed \$731,310.35. There were 2 development unit projects completed during the year. Many more were completed just after the end of the program year and many others are under construction. The City continued its work with existing CHDOs and other housing development agencies including:

- Ministry of Caring
- Central Baptist CDC
- Interfaith Community Housing
- Pennrose LLC
- Habitat for Humanity

## FFY2022/CFY2023 Accomplishments

### ESG

The total of ESG funds awarded to agencies was \$189,282 to serve the homeless and special needs populations through:

- Emergency Shelter
- Transitional Housing
- Permanent Supportive Housing
- Street Outreach
- Data Collection

The City received \$1,789,895 in **ESG-CV** funds in FFY2020, which is primarily targeted toward street outreach, shelter, and Rapid Re-Housing. During 2022, ESG-CV funds were reallocated primarily for homeless prevention and shelter programs. The program ended September 30, 2023.

## FFY2022/CFY2023 Accomplishments

### HOPWA

The City received \$868,358 and agencies receiving grant awards spent \$555,682. The total number of persons assisted was 112 households. Including those assisted with leveraged funds, 102 received Tenant-Based Rental Assistance, 2 households received Short-Term Rent and Utility Assistance, and 7 individuals were provided Permanent Housing.

The City received \$116,77 in HOPWA-CV funds in FFY2020. In FFY2022, HOPWA-CV funds were reallocated to Ministry of Caring for shelter costs.



## PROGRAM BASICS

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## CDBG PROGRAM BASICS

### CDBG 101

- ✓ Administered by the US Department of Housing and Urban Development.
- ✓ Cities, states and some counties are eligible to receive CDBG funds from HUD.
- ✓ This is The City of Wilmington's 50th year of receiving funds!

### CDBG GOALS

- ✓ Provide decent, safe and sanitary housing.
- ✓ Provide a suitable living environment.
- ✓ Expand economic opportunities.



## CDBG PROGRAM BASICS

### WHAT ARE ELIGIBLE ACTIVITIES?

- |   |  |
|---|--|
| <input type="checkbox"/> Housing Rehabilitation             | <input type="checkbox"/> Code Enforcement                          |
| <input type="checkbox"/> Homeownership Assistance           | <input type="checkbox"/> Economic Development                      |
| <input type="checkbox"/> Public Facilities and Improvements | <input type="checkbox"/> Public Services                           |
| <input type="checkbox"/> Blight Removal / Site Clearance    | <input type="checkbox"/> Acquisition/ Disposition of Real Property |



## CDBG PROGRAM BASICS

### MEETING A CDBG NATIONAL OBJECTIVE...

- ✓ Provide benefits to low- and moderate-income persons.
- ✓ Prevent or eliminate slum and blight.
- ✓ Meet an urgent need that threatens the health and welfare of residents.

### CDBG PROGRAM ELIGIBILITY vs INELIGIBILITY... WHO IS ELIGIBLE FOR FUNDING?

- ✓ Private non-profits that are corporations, associations, agencies or with non-profit status under the Internal Revenue Code 501 c3.
- ✓ City Departments.



## CDBG PROGRAM BASICS

### QUALIFYING AN ELIGIBLE ACTIVITY

- ✓ Serve low- to moderate-income households and individuals
- ✓ Address slum and blight

Low-mod income is qualified in three ways:

- ✓ **Area benefit:** Service area for a public improvement or facility.
- ✓ **Income intake:** Programs that serve primarily low-and moderate-income individuals and families will be eligible for funding. The definition of a moderate-income family is no more than 80% percent of the area median income, adjusted for household size.
- ✓ **Presumed benefit:** Some groups are assumed to be low - moderate income. These include - abused children, battered spouses, elderly persons, disabled persons, homeless persons, illiterate adults, migrant farm workers, and persons living with AIDS.



## CDBG PROGRAM BASICS

### AREA BENEFIT:

Must serve a primarily residential geographic area which is at least 51% low/moderate income persons, or a survey of area residents demonstrates that 51% or more are low/mod income



## CDBG PROGRAM BASICS

### LIMITED CLIENTELE

#### Clientele presumed to be low/mod:

- ✓ Abused children
- ✓ Battered spouses
- ✓ Elderly person
- ✓ Homeless persons
- ✓ Illiterate adults
- ✓ Migrant farm workers
- ✓ Adults meeting definition of "severely disabled"
- ✓ Persons living with AIDS

OR

Clientele document family income  $\leq$  80% of AMI

OR

Nature and location of the service predominantly used by low/mod income persons

OR

Eligibility requirements limit clientele to low/mod income persons

OR

Activity removes material or architectural barriers to accessibility of elderly persons or "severely disabled" adults





## CDBG PROGRAM BASICS

### WHAT ARE SOME ELIGIBLE COSTS?

Program delivery costs.

- ✓ Personnel / staff (salary and benefits).
- ✓ Office / facility rental or lease costs.
- ✓ Materials and supplies.
- ✓ Communications

Indirect Cost Allocation up to 10%

### WHAT ARE SOME INELIGIBLE COSTS?\*

- ✓ Fundraising.
- ✓ Political Activities.
- ✓ Expenses required to carry out regular responsibilities or functions of local government.
- ✓ Income Payments.
- ✓ Building or portion thereof, used for general conduct of government.
- ✓ Purchase of equipment, fixtures, motors, vehicles, furnishings or other personal property.

\*These are some examples; this is not representative of all ineligible costs.

## ESG PROGRAM BASICS





## ESG PROGRAM BASICS

### ESG101

#### ESG PROGRAM OBJECTIVES...

- ✓ To increase the number and quality of emergency shelters for homeless individuals and families.
- ✓ To operate these facilities and provide essential social services.
- ✓ To help prevent homelessness.

ESG is designed to broaden existing emergency shelter and homelessness prevention activities, emphasize rapid re-housing, and help people quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

ESG funds may be used for street outreach, emergency shelter services, homelessness prevention, rapid re-housing assistance and the Homeless Management Information System (HMIS).



## ESG PROGRAM BASICS

#### WHAT ARE SOME ELIGIBLE ESG ACTIVITIES?

- ✓ **Street Outreach;**
- ✓ **Emergency Shelter;**
- ✓ **Homeless Prevention;**
- ✓ **Rapid Re-Housing Assistance; and**
- ✓ **Homeless Management Information System (HMIS).**



# CONTINUUM OF CARE (COC)

Continuum of Care is a community plan to organize and deliver housing and services to meet the needs of people who are homeless. The vision of the Continuum of Care is to develop and implement policy designed to house people as quickly as possible and provide the necessary supports to maintain housing. This plan is funded by the (HUD) through a national competition. The Delaware CoC, Administered by the Housing Alliance of Delaware, receives approximately \$9 million annually.

## CoC Membership



## Who We Serve

- Homeless Individuals and Families
- Chronically Homeless Individuals and Families

## How We Serve

- Permanent Supportive Housing
- Rapid Rehousing
- Supportive Services: Case Management Services; Job Readiness/Coaching; Mental Health Counseling; and Community Linkages.

## Community Impact

- From 2019 to 2022, the number of people experiencing homelessness in Delaware on any given night more than doubled.
- There are 640 permanent supportive housing beds in Delaware in 2021.



# ESG PROGRAM BASICS

## STREET OUTREACH

Eligible activities for street outreach include:

- Engagement;
- Case Management;
- Emergency Health Services;
- Mental Health Services;
- Transportation; and
- Services for Special Populations.



## ESG PROGRAM BASICS

### EMERGENCY SHELTER

- ✓ Eligible activities for emergency shelter include the same essential services as street outreach.
- ✓ Also include shelter activities such as repairs and operations of facilities.
- ✓ Combined street outreach and emergency shelter expenditures cannot exceed 60% of the fiscal year's total ESG Grant Award.
- ✓ The City does not fund RENOVATIONS with ESG funds.



## ESG PROGRAM BASICS

### HOMELESS PREVENTION

- ✓ Housing relocation and stabilization services and short-and/or medium-term rental assistance as necessary (6-12 months) to prevent the individual or family from moving into homelessness.
  - ✓ Rental assistance (arrears included)
  - ✓ Application fees
  - ✓ Last month's rent on new lease
  - ✓ Security deposit
  - ✓ Utility deposit and payments
  - ✓ Moving costs
  - ✓ Case management
  - ✓ Credit repair



## ESG PROGRAM BASICS

### RAPID RE-HOUSING

- ✓ Eligible activities include housing relocation and stabilization services.
- ✓ Medium-term rental assistance (6 to 12 months) for those who are literally homeless.



## ESG PROGRAM BASICS

### HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS)

- ✓ Subrecipients of ESG Grant Awards are required to participate in the city's approved HMIS system.
- ✓ Other eligible HMIS activities include:
  - HMIS data entry and reporting;
  - Attending HMIS Training;
  - Computer Hardware; and
  - Software related to HMIS.



## ESG PROGRAM BASICS

### MATCH REQUIREMENTS

- Organizations must match ESG funds with a minimum of 100% from non-ESG sources.
- Matching funds must be provided after the date of the grant award.
- Funds used to match a previous ESG activity may not be used to match a subsequent grant award.
- The following Cash or In-Kind sources of funds can be used as a match:
  - Cash;
  - The value or fair rental value of any donated materials or building; • The value of any lease on a building;
  - Any salary paid to staff to carry out the program; and
  - The value of the time and services contributed by volunteers to carry out the program. NOTE: Volunteers providing professional services such as medical or legal services are valued at the reasonable and customary rate in the community.

## HOPWA PROGRAM BASICS





## HOPWA BASICS

HOPWA funds may be used for a wide range of housing, social services, program planning, and development costs.

- Acquisition; rehabilitation; or new construction of housing units;
- Facility operations; rental assistance; and short-term payments to prevent homelessness.
- Support services, including (but not limited to) assessment and case management, substance abuse treatment, mental health treatment, nutritional services, job training and placement assistance, and assistance with daily living.



## HOPWA BASICS

Eligible participants:

Low-income persons (at or below 80 percent of area median income) that are medically diagnosed with HIV/AIDS and their families are eligible to receive HOPWA-funded assistance.



# HOME PROGRAM BASICS



## HOME INVESTMENT PARTNERSHIPS PROGRAM

Housing Programs – provide safe and decent housing for low- and moderate-income households.

- Rental Housing
- Owner-Occupied Housing
- Homebuyer Assistance
- Rehabilitation
- New Construction
- Tenant Based Rental Assistance (TBRA)



# Community Housing Development Organization

- Community-based
- Focus on housing
- Board composed with community residents

There is a minimum 15% set-aside required for CHDO projects.



## HOME-ARP

The 2021 **HOME-American Rescue Plan (ARP)** program provided supplemental HOME funds to reduce homelessness and increase housing stability across the country.

In February 2023, the City of Wilmington submitted a HOME-ARP Allocation Plan to HUD that identified a need for **increased affordable rental housing for individuals and families experiencing homelessness**. The City will allocate its \$2,100,727 in HOME-ARP funds as follows:

- 85% (\$1,785,618) towards the development of affordable rental housing for the homeless qualifying population
- 15% (\$315,109) towards program administration

# 2024-2025 ESTIMATED Allocations

These figures are used as estimates for planning purposes

CDBG: \$ 2,244,000 (Public services limited to 15%: \$336,603  
Public Facilities/Infrastructure/Rehab \$1,184,000  
HOME: \$630,159 (CHDO set aside \$82,193; balance of funds for new housing  
and rehabilitation of housing \$547,965 and prior year funds  
available \$785,915)  
HOPWA: \$ 842,308 (Subrecipients may receive up to 7% Admin)  
ESG: \$ 197,226 (ESG RRP and HP must be at least 40% \$78,890;  
Shelter, Street outreach and HMIS not more than 60% \$103,544)



## QUESTIONS

# UNDERSTANDING THE REQUEST FOR PROPOSAL APPLICATION PROCESS



For purposes of this current RFP, the City of Wilmington is accepting proposals for the following:

**COMMUNITY DEVELOPMENT BLOCK GRANT  
HOUSING FOR PERSONS WITH HIV/AIDS (HOPWA)  
EMERGENCY SOLUTIONS GRANT PROGRAM (ESG)  
And  
HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)**

EACH PROGRAM NOW HAS ITS OWN APPLICATION  
USE THE CORRECT APPLICATION!



## UNDERSTANDING THE RFP APPLICATION PROCESS

### What is the Request for Proposal (RFP) Application Process?

- ✓ The city is the recipient of federal funding.
- ✓ The RFP process is the first phase of the application process for agencies interested in applying for federal funding.
- ✓ All applicants must complete and submit an RFP in order to be considered for funding. A separate application must be submitted for each activity.



## UNDERSTANDING THE RFP APPLICATION PROCESS

### RFP and FFY2024/CFY2025 Action Plan Timeline

- ✓ February 9, 2024 at 4 pm: All Applications are due.  
Late applications will not be accepted.
- ✓ February 10 to March 1, 2024: City review period.
- ✓ March 25 - April 26, 2024: Draft Action Plan 30 Day Public Comment Period.
- ✓ April 18, 2024, 5pm: Second Public Hearing.
- ✓ May 1, 2024: City Council for Approval.
- ✓ May 15, 2024: Submission of Final Action Plan to HUD.
- ✓ June 2024: FFY2024/CFY2025 Award Announcements.



# GOALS, OUTPUTS & PERFORMANCE EVALUATION



## GOALS, OUTPUTS & PERFORMANCE EVALUATION

### WHAT IS PERFORMANCE EVALUATION?

- ✓ NEEDS STATEMENT: A basic description of the need for your program and/or service.
- ✓ PROJECT GOAL: What can reasonably be achieved.
- ✓ PROPOSED ACTIVITY / DESCRIPTION:
  - Describes what the project will do, how it will be implemented, operated and administered.
  - Very important that the summary accurately describes the Funded activities.
  - Will be used to evaluate your proposal.



## WHAT IS PERFORMANCE EVALUATION?

- ✓ **OUTPUTS / ACCOMPLISHMENTS:**
  - The number of people served by the activity.
  - Be realistic and don't overpromise.
  - Must be unduplicated numbers of people served.
  
- ✓ **OUTCOMES:** Identify and describe one or more measurable project outcome(s) consistent with Consolidated Plan.



## FACTORS FOR AN EVALUATION

- ✓ **PROJECT READINESS:** The project needs to be implemented no later than September 1, 2024 and all money must be spent by June 30, 2025.
- ✓ **PROGRAM DESIGN/QUALITY OF PROGRAM**
- ✓ **ORGANIZATION CAPACITY**
- ✓ **FINANCIAL CAPACITY**
- ✓ **PAST PERFORMANCE**
- ✓ **LEVERAGED FUNDING**
- ✓ **PERFORMANCE MEASURES/OUTPUTS/OUTCOMES**



## FACTORS FOR AN EVALUATION

Factor	Criteria	Points
Project Description	Clear description of activities and connection with housing and homelessness prevention needs that will lead to an effective program or project.	0-5
Need	Need and urgency clearly described and supported with documentation.	0-15
Beneficiaries	Clear description of beneficiaries and benefit to low- and moderate-income individuals and families.	0-15
Program Delivery	Applicant capacity to administer the program, appropriate staffing, applicant capacity to manage budgets, contracts, reports and compliance with Federal regulations. Extent of prior experience providing proposed services and managing Federal funds. Feasibility of starting and completing this project in a timely manner.	0-20
Program Outcomes	Applicant's plan to reach specific program outcomes and how each outcome will be measured.	0-20
Budget	Clear use of grant funds, substantiated costs broken out by line item, appropriate total cost and average cost. Substantiated financial support.	0-15
Coordination	Extent of involvement of community and other organizations in needs assessment, program design and preparation of this proposal.	0-5
Quality of the Proposal	Complete and appropriate amount of requested information in an organized and readable format.	0-5
TOTAL		0-100*



## GOALS, OUTPUTS & PERFORMANCE EVALUATION

### **COMPONENTS OF YOUR BUDGET**

- NOT Overall Agency Budget.
- Identify all sources - attach commitments or other evidence.
- Identify source of leveraged funds and Match funds when required.
- Be sure to Itemize Budget.



## GOALS, OUTPUTS & PERFORMANCE EVALUATION

### **COMPONENTS OF YOUR BUDGET**

- The City adopted a new invoice form in FFY2023/CFY2024.
- Budget is based on the new format.
- The budget for each activity must include the delivery costs for that activity (i.e.: ESG component for HP includes its delivery cost; RRH has a separate delivery cost)
- All costs for staff must include timecards showing work for the correct activity
- Activities must be categorized correctly - Supportive services for ESG and for HOPWA are separate activities from housing costs



## APPLICATION REQUIREMENTS





## APPLICATION REQUIREMENTS

### WHEN ARE REQUEST FOR PROPOSALS DUE AGAIN?

- ✓ **All Applications are due on: Friday, February 9, 2024 @ 4pm**

The Request for Proposal (RFP) are available online at:

- [www.WilmingtonDE.gov/government/housing](http://www.WilmingtonDE.gov/government/housing)
- ✓ Late or incomplete applications WILL NOT be accepted!
- ✓ Submit one copy on paper AND an electronic copy



## APPLICATION REQUIREMENTS

### OVERALL RFP REQUIREMENTS?

- ✓ Be sure to completely fill out each section of the application.
- ✓ Briefly describe your proposed project.
- ✓ Understand impact on Five -Year Consolidated Plan.
- ✓ Review Consolidated Plan priorities to see if proposal is aligned.
- ✓ Review HUD Regs to see if proposal is aligned.
- ✓ Special emphasis will be given to a proposal meeting a need.



## APPLICATION ATTACHMENTS

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- ✓ All questions must be completed (including the performance evaluation criteria and budget sections).
- ✓ > \$750,000 - Requires most recent audited financial statements.
- ✓ < \$750,000 - Requires up-to-date balance sheet income & expense statement.
- ✓ Articles of Incorporation
- ✓ 501 (c)3 designation.
- ✓ Listing of Current Board of Directors.
- ✓ Conflict of Interest Statement
- ✓ UEI Number



## COMMON RFP MISTAKES



## COMMON RFP MISTAKES

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**Didn't read the RFP Instructions.** Applicants are strongly encouraged to review the RFP Instructions before starting their application. Also, applicants should review the application questions before submitting their RFP.

**Not understanding the RFP question and/or providing an incomplete response.** Many applicants lose points because they do not fully answer a question. If you do not understand the question, please contact us for help.

**Data Dump.** Please answer the questions we ask. Be clear, concise, thoughtful and deliberate with your responses.

**Submitting pending 501(c) (3) letter**



## COMMON RFP MISTAKES

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**Not having a UEI #** Applicants must have a UEI number in order to successfully apply and receive federal funds. Applicants are strongly encouraged to apply for a UEI number immediately if they do not have one already. SEE [www.SAM.gov](http://www.SAM.gov)

**Trying to submit your application late.** Applicants are strongly encouraged to submit their RFPs days before they are due in order to avoid any issues. Incomplete applications will be rejected.

**Failing to Contact the City with questions.**

All questions can be addressed by City Staff. Do not hesitate to reach out with questions.



# PROGRAM YEAR REQUIREMENTS



## PROGRAM YEAR REQUIREMENTS

### WHAT HAPPENS IF YOU ARE SELECTED FOR FUNDING?

- ✓ All Agreements will run from July 1, 2024, to June 30, 2025.
- ✓ Agreements will have a scope of work and a budget to which you will need to adhere.
- ✓ The agency must submit invoices on a monthly basis.

### WHAT ARE SOME REQUIRED REPORTS?

- ✓ MONTHLY Report: Streamlined to identify only the number of people served and an unduplicated count. Report includes the invoice form. Detailed description of funds spent with itemized documentation including proof of payment is required.

**IMPORTANT: All files on CDBG, ESG, HOPWA and HOME funds and requirements must be maintained for a minimum of 5 Years from the end of the program year.**



## QUALIFYING YOUR BENEFICIARIES

- ✓ VERY IMPORTANT! You must document program eligibility for each recipient receiving programs and services .
- ✓ Must be maintained by the subrecipient and subject to review by the City Staff.
- ✓ 51% of clients served must be income eligible (80% of the Areas Median Household income, adjusted for household size).



## WHAT ARE THE MAXIMUM INCOME LEVELS?

Number Persons in Household	Extremely Low Income 30% MFI	Low Income 50% MFI	Moderate Income 80% MFI
1 person	\$23,450	\$39,100	\$62,500
2 persons	\$26,800	\$44,650	\$71,400
3 persons	\$30,150	\$50,250	\$80,350
4 persons	\$33,500	\$55,800	\$89,250
5 persons	\$36,200	\$60,300	\$96,400
6 persons	\$40,280	\$64,750	\$103,550
7 persons	\$45,420	\$69,200	\$110,700
8 persons	\$50,560	\$73,700	\$117,850

\*Based on 2023 HUD Income Limits for Philadelphia-Camden-Wilmington, PA-NJ-DE-MD MSA



***Applicants are encouraged to reach out  
to City staff with questions throughout  
the application process.***

Submit questions via email to [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov)



## QUESTIONS/COMMENTS

Emerging needs in the community that can be addressed with grant funding?

**NOTICE OF PUBLIC DISPLAY PERIOD AND PUBLIC HEARING  
CITY OF WILMINGTON, DE**

**FFY 2024/CFY 2025 ANNUAL ACTION PLAN  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
HOME INVESTMENT PARTNERSHIPS PROGRAM  
EMERGENCY SOLUTIONS GRANT PROGRAM  
HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAM**

**AND**

**SUBSTANTIAL AMENDMENT TO FFY 2021/CFY2022 ANNUAL ACTION PLAN  
HOME INVESTMENT PARTNERSHIPS AMERICAN RESCUE PLAN PROGRAM**

Notice is hereby given that in accordance with the federal regulations at 24 CFR, Part 91, the City of Wilmington has prepared the FFY 2024/CFY 2025 Annual Action Plan and a Substantial Amendment to the FFY 2021/CFY2022 Annual Action Plan. The Annual Action Plan is a requirement for direct assistance under certain HUD funding programs including the Community Development Block Grant Program (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant Program (ESG) and Housing Opportunities for Persons with HIV/AIDS Program (HOPWA). The FFY 2024/CFY 2025 Annual Action Plan covers the program period from July 1, 2024, to June 30, 2025.

The FFY 2024/CFY 2025 Annual Action Plan specifies available resources to meet the identified needs and goals addressed in its Consolidated Plan for the upcoming program year. The City estimates entitlement grants of \$2,199,153 in CDBG funds, \$718,522 in HOME funds, \$197,226 in ESG funds and \$951,239 in HOPWA. Actual allocation amounts will be reflected in the final Plan submitted to HUD. In addition, the City estimates receipt of Program Income of approximately \$300,000 in CDBG funds and \$100,000 in HOME funds. Previously unallocated prior year resources, including program income, are being redirected to new projects. Details regarding available resources, prior year resources, and projects can be viewed in the Annual Action Plan.

The Substantial Amendment to the FFY 2021/CFY2022 Annual Action Plan details the allocation of \$1,785,618 in HOME Investment Partnerships American Rescue Plan Program (HOME-ARP) funds to a new project, Riverside Development Phase V.

The FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment will be available for public review and comments for 30 days from May 1, 2024, to May 30, 2024, on the City's website [wilmingtonde.gov/government/housing](http://wilmingtonde.gov/government/housing). Copies may also be requested or picked up from the lobby of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801 or by emailing [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov). Both documents will be provided in alternative formats for persons with special needs and limited English proficiency. Please contact the Real Estate and Housing office at [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov) or (302) 576-3000. La informacion sera proporcionada en espanol por peticion.

A public hearing to solicit comments on the FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment is scheduled to be held on May 9, 2024, at 12:00 p.m. in Council Chambers, located on the first floor of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801.

Persons requiring language assistance should contact the Real Estate and Housing office at [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov) or (302) 576-3000 (TDD Users: 7-1-1 DE Relay Center) at least 3 days before the meeting to make arrangements. La informacion sera proporcionada en espanol por peticion.

The FFY 2024/CFY 2025 Annual Action Plan contains the following major components:

1. Identification of federal and non-federal resources reasonably expected to be made available during the FFY 2024/CFY 2025 program year to undertake activities identified in the approved the City's current Five-Year Consolidated Plan.
2. A list of activities to be undertaken during the FFY 2024/CFY 2025 program year to address community development and housing needs, including the geographic distribution of activities to be completed.
3. Identification of homeless and special needs activities to be undertaken during the FFY 2024/CFY 2025 annual program period to address identified needs within the city.

The City intends to submit the final FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment to the U.S. Department of Housing and Urban Development (HUD) on or before June 20, 2024. It is expected that the City Council will approve the FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment on June 6, 2024, during the regular Council meeting beginning at 6:30 p.m. in the City Council Chambers and available to the public via the City's public access TV channel. Interested persons are encouraged to provide comments on the FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment via email to [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov) or in writing to the Real Estate and Housing Office, 800 North French Street – 7<sup>th</sup> floor, Wilmington, DE 19801. All comments received by May 31, 2024, will be considered.





**Order Confirmation**  
Not an Invoice

<b>Account Number:</b>	905099
<b>Customer Name:</b>	Sd City Wilm Real Est/Housing
<b>Customer Address:</b>	Sd City Wilm Real Est/Housing 800 N French St Yvonne Perkins Wilmington DE 19801-3594
<b>Contact Name:</b>	Carol Watson
<b>Contact Phone:</b>	302-576-3005
<b>Contact Email:</b>	cwatson@wilmingtonde.gov
<b>PO Number:</b>	24-25 Action Plan

<b>Date:</b>	04/19/2024
<b>Order Number:</b>	10095349
<b>Prepayment Amount:</b>	\$ 0.00

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Product	#insertions	Start - End	Category
WIL Wilmington News Journal	1	04/25/2024 - 04/25/2024	Public Notices
WIL delawareonline.com	1	04/25/2024 - 04/25/2024	Public Notices

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Total Cash Order Confirmation Amount Due	\$552.78
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Payment Amount by Credit Card	\$574.84

<b>Order Confirmation Amount</b>	<b>\$552.78</b>
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## Ad Preview

### NOTICE OF PUBLIC DISPLAY PERIOD AND PUBLIC HEARING CITY OF WILMINGTON, DE

FFY 2020CY 2021 ANNUAL ACTION PLAN  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM:  
HOME INVESTMENT PARTNERSHIP PROGRAM  
EMERGENCY SOLUTIONS GRANT PROGRAM  
HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAM  
AND

### SUBSTANTIAL AMENDMENT TO FFY 2019CY2020 ANNUAL ACTION PLAN HOME INVESTMENT PARTNERSHIP PROGRAM PLAN PROGRAM

Notice is hereby given that in accordance with the Federal statute and at 24.21 C. Del. Code, the City of Wilmington, Delaware, the FFY 2020CY 2021 Annual Action Plan and Substantial Amendment to the FFY 2019CY2020 Annual Action Plan, the Annual Action Plan is a continuation of the annual action plan for the HUD funding programs including the Community Development Block Grant Program (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant Program (ESG) and Housing Opportunities for Persons with AIDS Program (HOPWA). The FFY 2020CY 2021 Annual Action Plan covers the program period from July 1, 2020 to June 30, 2021.

The FFY 2020CY 2021 Annual Action Plan includes available resources to meet the identified needs and needs addressed in the community plan for the program period from July 1, 2020 to June 30, 2021. The estimated available grants of \$3,352,533 in CDBG funds, \$779,000 in HOME funds, \$495,000 in ESG funds and \$57,300 in HOPWA. Annual allocation amounts will be outlined in the final plan submitted to HUD. In addition, the City anticipates receipt of Program Income of approximately \$85,000 in CDBG funds and \$100,000 in HOME funds. Program and local use of CDBG and ESOP funds, including program income, are being collected by the program. Details regarding available resources, other year resources, and projects can be viewed in the Annual Action Plan.

The substantial amendment to the FFY 2019CY2020 Annual Action Plan adds the location of 475516B in HOME Investment Partnerships American Rescue Plan Program (HOME-ARPA) funds to a new project, Riverside Development Phase V.

The FFY 2020CY 2021 Annual Action Plan and FFY 2020CY 2021 Substantial Amendment will be available for public review and comments for 30 days from July 1, 2020 to July 31, 2020, on the City's website at [www.ci.wilmington.de.us](http://www.ci.wilmington.de.us). Copies may also be requested or picked up from the office of the City of Wilmington Planning Building, 100 North French Street, Wilmington, DE 19801 or by email to [planning@ci.wilmington.de.us](mailto:planning@ci.wilmington.de.us). All documents will be provided in electronic format for persons with special needs and English language proficiency. Please contact the Real Estate and Housing office at [realhousing@ci.wilmington.de.us](mailto:realhousing@ci.wilmington.de.us) or (302) 575-3000 for information regarding comments or request for copies.

A public hearing to solicit comments on the FFY 2020CY 2021 Annual Action Plan and FFY 2019CY2020 Substantial Amendment is scheduled to be held on July 5, 2020 at 12:00 p.m. in Council Chambers, located on the first floor of the 100 North French Street Building, 100 North French Street, Wilmington, DE 19801.

Persons requiring financial assistance should contact the Real Estate and Housing office of Wilmington Housing Authority at (302) 575-3000, ext. 214 or Sherry Carver at least 5 days before the meeting to make arrangements. For information see appropriate attachments on website.

The FFY 2020CY 2021 Annual Action Plan contains the following major components:

1. Identification of needed and non-needed resources necessary expected to be made available during the FFY 2020CY 2021 program year to undertake activities identified in the proposed the City's current Five Year Consolidated Plan.
2. A list of activities to be undertaken during the FFY 2020CY 2021 program year to address community development and housing needs, including the geographic distribution of activities to be carried out.
3. Identification of homeless and special needs populations to be undertaken during the FFY 2020CY 2021 program period to address identified needs within the city.

The City intends to submit the final FFY 2020CY 2021 Annual Action Plan and FFY 2019CY2020 Substantial Amendment to the U.S. Department of Housing and Urban Development (HUD) on or before June 30, 2020. It is expected that the City Council will approve the FFY 2020CY 2021 Annual Action Plan and FFY 2020CY 2021 Substantial Amendment on July 1, 2020, and the Council will be scheduled to receive comments at 6:22 p.m. on the City Council Chambers and not later than 10:00 p.m. on the date of the City Council meeting. Information regarding the submission of comments on the FFY 2020CY 2021 Annual Action Plan and FFY 2020CY 2021 Substantial Amendment can be found in the public information memorandum at or written to the Real Estate and Housing Office, 100 North French Street 10th floor, Wilmington, DE 19801. All comments received by June 30, 2020 will be considered.

## Public Notices

Originally published at [delawareonline.com](http://delawareonline.com) on 04/25/2024

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NOTICE OF PUBLIC DISPLAY PERIOD AND PUBLIC HEARING  
CITY OF WILMINGTON, DE

FFY 2024/CFY 2025 ANNUAL ACTION PLAN  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
HOME INVESTMENT PARTNERSHIPS PROGRAM  
EMERGENCY SOLUTIONS GRANT PROGRAM  
HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS PROGRAM

AND

SUBSTANTIAL AMENDMENT TO FFY 2021/CFY2022 ANNUAL ACTION PLAN  
HOME INVESTMENT PARTNERSHIPS AMERICAN RESCUE PLAN PROGRAM

Notice is hereby given that in accordance with the federal regulations at 24 CFR, Part 91, the City of Wilmington has prepared the FFY 2024/CFY 2025 Annual Action Plan and a Substantial Amendment to the FFY 2021/CFY2022 Annual Action Plan. The Annual Action Plan is a requirement for direct assistance under certain HUD funding programs including the Community Development Block Grant Program (CDBG), HOME Investment Partnerships Program (HOME), Emergency Solutions Grant Program (ESG) and Housing Opportunities for Persons with HIV/AIDS Program (HOPWA). The FFY 2024/CFY 2025 Annual Action Plan covers the program period from July 1, 2024, to June 30, 2025.

The FFY 2024/CFY 2025 Annual Action Plan specifies available resources to meet the identified needs and goals addressed in its Consolidated Plan for the upcoming program year. The City estimates entitlement grants of \$2,199,153 in CDBG funds, \$718,522 in HOME funds, \$197,226 in ESG funds and \$951,239 in HOPWA. Actual allocation amounts will be reflected in the final Plan submitted to HUD. In addition, the City estimates receipt of Program Income of approximately \$300,000 in CDBG funds and \$100,000 in HOME funds. Previously unallocated prior year resources, including program income, are being redirected to new projects. Details regarding available resources, prior year resources, and projects can be viewed in the Annual Action Plan.

The Substantial Amendment to the FFY 2021/CFY2022 Annual Action Plan details the allocation of \$1,785,618 in HOME Investment Partnerships American Rescue Plan Program (HOME-ARP) funds to a new project, Riverside Development Phase V.

The FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment will be available for public review and comments for 30 days from May 1, 2024, to May 30, 2024, on the City's website [wilmingtonde.gov/government/housing](http://wilmingtonde.gov/government/housing). Copies may also be requested or picked up from the lobby of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801 or by emailing [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov). Both documents will be provided in alternative formats for persons with special needs and limited English proficiency. Please contact the Real Estate and Housing office at [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov) or (302) 576-3000. La informacion sera proporcionada en espanol por peticion.

A public hearing to solicit comments on the FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment is scheduled to be held on May 9, 2024, at 12:00 p.m. in Council Chambers, located on the first floor of the Louis L. Redding City/County Building, 800 North French Street, Wilmington, DE 19801.

Persons requiring language assistance should contact the Real Estate and Housing office at [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov) or (302) 576-3000 (TDD Users: 7-1-1 DE Relay Center) at least 3 days before the meeting to make arrangements. La informacion sera proporcionada en espanol por peticion.

The FFY 2024/CFY 2025 Annual Action Plan contains the following major components:

1. Identification of federal and non-federal resources reasonably expected to be made available during the FFY 2024/CFY 2025 program year to undertake activities identified in the approved the City's current Five-Year Consolidated Plan.
2. A list of activities to be undertaken during the FFY 2024/CFY 2025 program year to address community development and housing needs, including the geographic distribution of activities to be completed.
3. Identification of homeless and special needs activities to be undertaken during the FFY 2024/CFY 2025 annual program period to address identified needs within the city.

The City intends to submit the final FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment to the U.S. Department of Housing and Urban Development (HUD) on or before June 20, 2024. It is expected that the City Council will approve the FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/

CFY2022 Substantial Amendment on June 6, 2024, during the regular Council meeting beginning at 6:30 p.m. in the City Council Chambers and available to the public via the City's public access TV channel. Interested persons are encouraged to provide comments on the FFY 2024/CFY 2025 Annual Action Plan and FFY 2021/CFY2022 Substantial Amendment via email to [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov) or in writing to the Real Estate and Housing Office, 800 North French Street – 7th floor, Wilmington, DE 19801. All comments received by May 31, 2024, will be considered.

4/25-NJ

No Attendees, Waited 20mins

SIGN-IN SHEET – PUBLIC MEETING – CITY OF WILMINGTON 2024/2025 ANNUAL ACTION PLAN & 2021/2022 AAP SUBSTANTIAL AMENDMENT 05/09/2024 - 12:00 PM - COUNCIL CHAMBERS		
Name	Phone	Email

## **2024 Annual Action Plan Timeline**

First Public Notice was advertised in the News Journal on January 5, 2024, and placed on the REH web page.

First Public Meeting series (2) was held in person in the City Council Chambers January 18, 2024, at 10:00AM with a virtual meeting held via Zoom in the evening from 6-7PM. This meeting's agenda consisted of technical assistance for attendees.

- 13 Individuals attended the In-person meeting.
- 11 Individuals attended the meeting via Zoom.

RFP was released January 5, 2024. RFP response from Agencies due on February 9, 2024

REH received the following number of applications.

- 26 CDBG Applications
- 6 ESG Applications
- 7 HOME Applications
- 4 HOPWA Applications
- 3 HOME-ARP Applications

External applications requests totaled \$4,888,177 plus City programs (i.e. home repair, rehabilitation, infrastructure, public facilities, and administration costs). HOME-ARP as part of the 2021 Annual Action Plan Substantial Amendment at \$1,785,618. Actual Entitlement Budget of \$4,023,761 was received May 8, 2024.

Submitted RFP's were reviewed and ranked by a Committee consisting of representation from REH, Mayor's Office of Economic Development, the Wilmington Housing Authority, Housing Alliance of Delaware, Continuum of Care and City Council.

Letter notifying surrounding Communities sent to NCC on April 24, 2024

Second Public Notice of the availability of the draft Action Plan was advertised in the News Journal on April 25, 2024, and on REH website.

Second Public Meeting series (2) held May 9, 2024, from 12-1PM in City Council Chambers and at the City Council's Community Development & Urban Planning Committee Meeting, Virtual Meeting with Anchor Location In-Person and Remote Participation May 9, 2024, at 5:00 PM.

# CITY OF WILMINGTON

## 2024/2025 ANNUAL ACTION PLAN

### 2021/2022 SUBSTANTIAL AMENDMENT FOR HOME-ARP



May 9, 2024



## GENERAL OVERVIEW

The 2024/2025 Annual Plan implements the goals and objectives of the Five-Year Consolidated Plan 2020-2024.

Focuses on funding from the CPD formula block grant programs: Community Development Block Grant (CDBG) Program, HOME Investment Partnerships (HOME) Program, Housing for Persons with AIDS (HOPWA) and Emergency Solutions Grants (ESG) Program.

The **Annual Action Plan** provides a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.





## 2024/2025 ANNUAL PLAN FUNDING

CDBG: \$2,250,876

HOME: \$623,687

HOPWA: \$955,916

ESG: \$193,282



## PRIOR YEAR RESOURCES

Funds remaining from older years that will be reprogrammed:

- CDBG \$700,000
- HOME \$600,000



## COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

### CDBG Proposed Use of Funds (including prior year funds)

- Administration \$450,175
- Housing Rehabilitation \$967,421
- Public Services \$329,500
- Public Infrastructure \$1,203,780
- **TOTAL \$2,950,876**



## HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)

### HOME Proposed Use of Funds (including prior year funds)

- Administration \$62,638
- New Construction Rental Housing \$931,319
  - The Vistas at St Francis \$463,341
  - Riverside Development Phase V \$467,978
- Rental Housing Rehabilitation \$160,000
  - Tatnall West Phase II \$160,000
- HOME Program Delivery \$70,000
- **TOTAL \$1,223,687**



## HOUSING FOR PERSONS WITH AIDS (HOPWA)

- Administration \$28,667
- Cecil County Housing Assistance Program \$67,800
- Ministry of Caring House of Joseph II \$110,291
- Delaware Housing Assistance Program \$749,148
- **TOTAL \$955,916**



## EMERGENCY SOLUTIONS GRANT (ESG)

- |  |                  |
|--|------------------|
| • Administration                       | \$14,496         |
| • Emergency Shelter                    | \$63,784         |
| o Ministry of Caring \$39,392          |                  |
| o Salvation Army \$24,392              |                  |
| • DE CMIS (HMIS)                       | \$9,576          |
| • Homeless Prevention                  | \$14,392         |
| o West End Neighborhood House \$14,392 |                  |
| • Rapid Rehousing                      | \$91,034         |
| o YWCA Delaware \$58,392               |                  |
| o West End Neighborhood House \$32,642 |                  |
| • <b>TOTAL</b>                         | <b>\$193,282</b> |



## 2021/2022 SUBSTANTIAL AMENDMENT

### Proposed use of HOME-ARP funds:

Administration	\$315,109
Riverside Development Phase V	\$1,785,618
<b>TOTAL</b>	<b>\$2,100,727</b>



# COMMENTS/ QUESTIONS?



The City's FY2024/2025 Annual Action Plan and  
FY2021/2022 Substantial Amendment are on display at:

[www.wilmingtonde.gov](http://www.wilmingtonde.gov)

Comments received by May 30, 2024 will be considered

Email comments to [realestatehousing@wilmingtonde.gov](mailto:realestatehousing@wilmingtonde.gov)

